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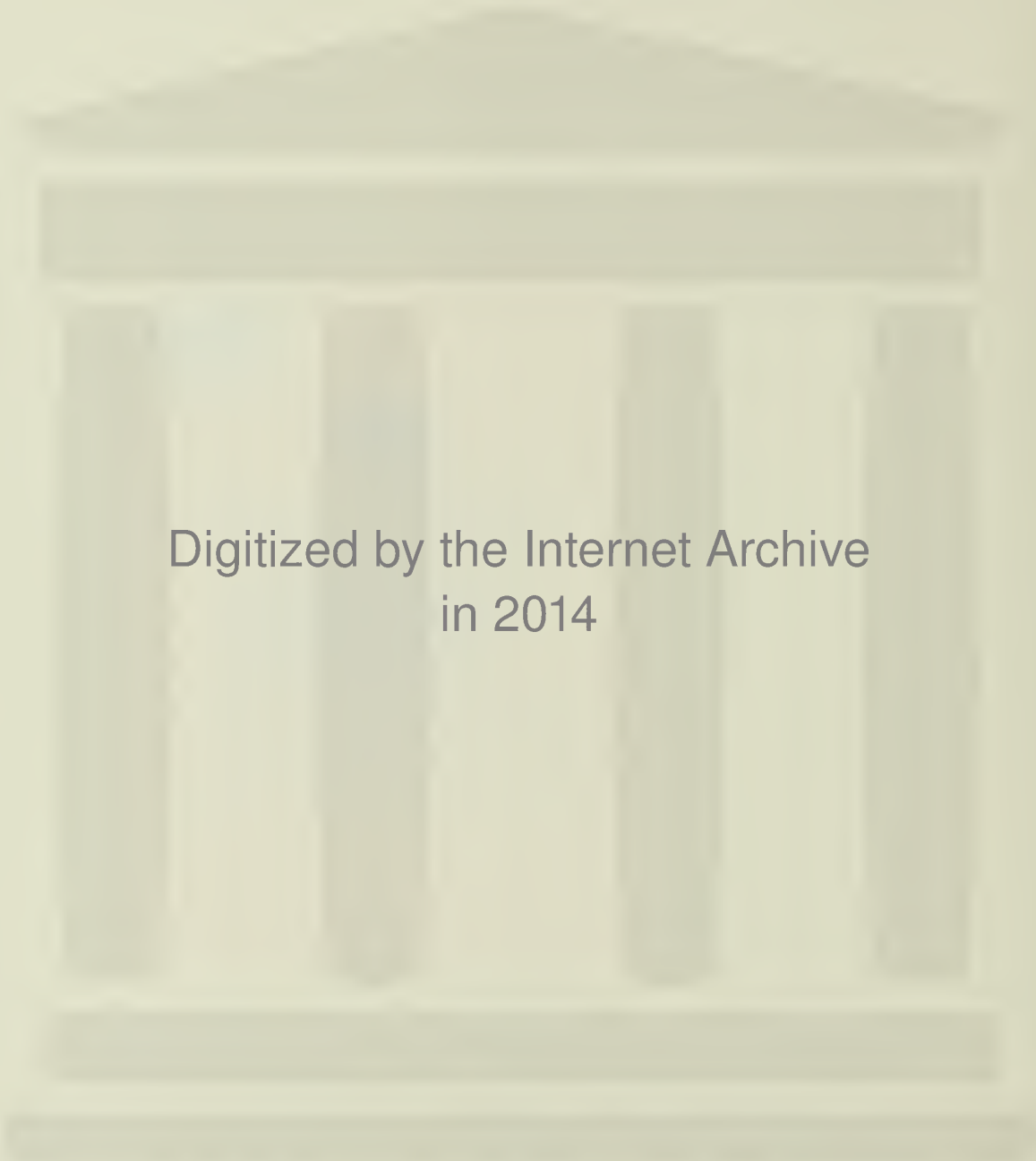
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SF Environment

WILLIE L. BROWN, JR., MAYOR
JARED BLUMENFELD, DIRECTOR

Cancelled No Quorum

City and County of San Francisco

Urban Forest Council

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Notice & Agenda

Planning Committee Meeting

Thursday, June 19, 2003
Department of the Environment
Ecocenter Conference Room
4 PM TO 5:30 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Janet Michaelson, Urban Forest Council Coordinator
Emily Rogers, Council Secretary

Disability Access

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1) Call to Order and Roll Call

2) **DISCUSSION OF RESOLUTION**: Council referral of proposal regarding general plan language to consider street trees as infrastructure

    a. Existing plan language

    b. Purpose of proposal/need to amend plan

3) **DISCUSSION:** Urban Forest Plan

    a. Draft scope

    b. Process outline

    c. Scope of plan to Funding Committee for assistance with funding plan development

    d. Field trip

*Copies of explanatory documents are available to the public at the Commission's office, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Commission's webpage http://www.sfgov.org/sfenvironment/aboutus/policy/commission.htm; or, upon request to the Commission Secretary, at the above address or telephone number 415-355-3709, or via e-mail at emily.rogers@sfgov.org within three business days of a meeting.

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City and County of San Francisco
Urban Forest Council
11 Grove Street
San Francisco, CA 94102

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SF Environment

WILLIE L. BROWN, JR., MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

Notice & Agenda

Planning Committee Special Meeting

Thursday, July 10, 2003
Department of the Environment
Ecocenter Conference Room
4 PM TO 5:30 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Emily Rogers, Council Secretary

SF Environment

WILLIE L. BROWN, JR., MAYOR
JARED BLUMENFELD, DIRECTOR

Cancelled No Quorum

City and County of San Francisco

Urban Forest Council

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Notice & Agenda

Planning Committee Meeting

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Thursday, July 10, 2003
Department of the Environment
Ecocenter Conference Room
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COMMITTEE MEMBERS

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Larry Costello
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    a. Existing plan language

    b. Purpose of proposal/need to amend plan

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    a. Draft scope

    b. Process outline

    c. Scope of plan to Funding Committee for assistance with funding plan development

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City and County of San Francisco
Urban Forest Council
11 Grove Street
San Francisco, CA 94102

SF Environment

WILLIE L. BROWN, JR., MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

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Notice & Agenda

Planning Committee
Special Meeting

Tuesday, August 26, 2003
Department of the Environment
Ground Floor Conference Room
10 AM TO 11:30 AM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Janet Michaelson, Urban Forest Council Coordinator
Emily Rogers, Council Secretary

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Order of Business

1) Call to Order and Roll Call

2) **ACTION: Street Tree Policies**
Resolution 001-03-UFC. Consideration of Street Trees Resolution recommending that the Planning Commission integrate street trees into the General Plan; urging City departments to integrate their street tree policies into planning, operations and permitting decisions and report such decisions to the Urban Forest Council within six months; and urging the Mayor and Board of Supervisors to recognize the importance of the urban forest.
(Explanatory Document: Resolution 001-03-UFC, Street Tree Policies)**

   a. Existing plan language

   b. Purpose of proposal/need to amend plan

Sponsor: Milton Marks

3) **ACTION:** Urban Forest Plan
(Explanatory Document: Draft Scope and Draft Process Outline)**

   a. Draft scope

   b. Process outline

   c. Scope of Plan to Funding Committee for assistance with funding Plan development

   d. Field trip

4) **DISCUSSION**: New Business
(Explanatory Document: Meeting Agenda Item Scheduling Form)**

   a. Implementing use of scheduling form for agenda items – Emily/Janet

7) **Public Comment**

8) **Adjournment**

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City and County of San Francisco
Urban Forest Council
11 Grove Street
San Francisco, CA 94102

SF Environment

Urban Forest Council Meeting Scheduling Form
(This is a public document)

- ❑ Full Council
- ❑ Planning & Policy
- ❑ Funding
- ❑ Other _____

Date Submitted: _____ Council Meeting Date: _____

Submitted By: _____ Sponsored by Council Member_____

Title of item as it should appear on the agenda. _____

Is this a Closed Session Item? ❑ Yes ❑ No
(If yes, consult with Deputy City Attorney.)

Is this an Action Item? ❑ Yes ❑ No

Description of Proposed Action (i.e. Adoption of Resolution, Approval of Grant Award): _____

Description of Item (i.e. Report, Resolution, Presentation): _____

Context/History of this Item: _____

_____

_____

Staff Presenter: _____ Length of Time: _____

Other speakers: list names (correct spelling and title) Est. Speaking Time

Name: _____ Title: _____ _____

Name: _____ Title: _____ _____

Name: _____ Title: _____ _____

Requested Estimated total length of time for item: _____

Has a committee or the Council heard this Item? When and what action did it take? (i.e. UFC, BOS, or other Commission) _____

Staff Recommendation: (Pros and Cons) _____

_____

Is there likely to be public comment on this item? ❑ Yes ❑ No

❑ Attached is a list of interested parties that need to be contacted including contact information if available. This should include opposing parties to the issue.

Relevant Documents (Must include any document to be voted on and all relevant documents must be attached):

_____

_____

Approval for Placement on Agenda by: _____ Date_____

SF Environment

WILLIE L. BROWN, JR., MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco
Urban Forest Council

MINUTES
Planning Committee
Special Meeting

Tuesday, August 26, 2003
Department of the Environment
Ground Floor Conference Room
10 AM TO 11:30 AM

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Order of Business

1) **Call to Order and Roll Call:**
   - The meeting was called to order at 10:20 a.m.
   - J. Campos, L. Costello, A. Rodgers, and P. Sacamono
   - C. Blair and M. Marks were present as members of the public.

2) **ACTION: Street Tree Policies**
   - Resolution 001-03-UFC. Consideration of Street Trees Resolution recommending that the Planning Commission integrate street trees into the General Plan; urging City departments to integrate their street tree policies into planning, operations and permitting decisions and report such decisions to the Urban Forest Council within six months; and urging the Mayor and Board of Supervisors to recognize the importance of the urban forest.
   - The Committee discussed the existing plan language of the draft resolution. The text of the resolution was substantially amended. Therefore, the Committee wishes to reconsider this item at the next meeting with the amendments included.

3) **ACTION:** Urban Forest Plan--Continued

4) **DISCUSSION**: New Business
   - Implementing use of scheduling form for agenda items: Emily Rogers explained the process for scheduling items on the Council and committee agendas.

7) **Public Comment:**
   - There were no comments from the public.

8) **Adjournment: The meeting was adjourned at 12:06 p.m.**

Respectfully submitted,

_____

Emily Rogers

SF Environment

September 25, 2003 Special Meeting

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WILLIE L. BROWN, JR., MAYOR

JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forest Council

Notice & Agenda

Planning Committee

Special Meeting

Thursday, September 25, 2003

Department of the Environment

Ground Floor Conference Room

10:00 AM

COMMITTEE MEMBERS

Paul Sacamano, Chair

Larry Costello

AnMarie Rodgers

Jose Campos

Bonnie Fisher

Janet Michaelson, Urban Forest Council Coordinator

Emily Rogers, Council Secretary

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Order of Business

1) Call to Order and Roll Call

2) **ACTION: Street Tree Policies**

Resolution 001-03-UFC. Review of revisions to Street Trees Resolution recommending that the Planning Commission integrate street trees into the General Plan; urging City departments to integrate their street tree policies into planning, operations and permitting decisions and report such decisions to the Urban Forest Council within six months; and urging the Mayor and Board of Supervisors to recognize the importance of the urban forest.

(Explanatory Document: Resolution 001-03-UFC, Street Tree Policies) **

Sponsor: Milton Marks

3) ACTION: Urban Forest Plan

Review and discussion of the components of an Urban Forest Plan for San Francisco including scope, and process outline.

(Explanatory Document: Draft Scope and Draft Process Outline)**

4) **DISCUSSION**: New Business

7) **Public Comment**

8) **Adjournment**

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SF Environment

WILLIE L. BROWN, JR., MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco
Urban Forest Council

APPROVED MINUTES

Planning Committee
Special Meeting
Thursday, September 25, 2003
Department of the Environment
Ground Floor Conference Room
10:00 AM

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Order of Business

1) Call to Order and Roll Call: The meeting was called to order at 10:17 a.m. Members B. Fischer, P. Sacamono, L. Costello, and A. Rodgers were present. C. Blair was present as a member of the public.

2) **ACTION: Street Tree Policies**
   - Upon motion by Member Fischer Resolution 001-03-UFC. Review of revisions to Street Trees Resolution recommending that the Planning Commission integrate street trees into the General Plan; urging City departments to integrate their street tree policies into planning, operations and permitting decisions and report such decisions to the Urban Forest Council within six months; and urging the Mayor and Board of Supervisors to recognize the importance of the urban forest was unanimously adopted with amendments.

   - The amended resolution will be forwarded to the full Council for consideration.
   - Comments from the public were incorporated into the Committee discussions.

3) **ACTION: Urban Forest Plan--CONTINUED**

4) **DISCUSSION**: New Business
- No new business was introduced.

7) **Public Comment**
   - C. Blair suggested that a public comment period be added to the beginning of the agenda.
   - Phil Tracy of the Central City Extra newspaper introduced himself to the Committee. He stated that he was interested in knowing about plans for planting trees and other greenery in the Tenderloin.

8) **Adjournment: The meeting was adjourned shortly after 12:00 noon.**

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Planning Committee

Agenda

Thursday, October 16, 2003
DEPARTMENT OF THE ENVIRONMENT
Ground Floor Conference Room
4:00 PM

COMMITTEE MEMBERS

1.97

10/16/03

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Janet L. Michaelson
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

Disability Access

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Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

Order of Business

1. **Call to Order and Roll Call**

2. **ACTION:** Adoption of minutes of the **July, August, September 2003** meetings of the Urban Forest Council Planning Committee.

3. **ACTION: Urban Forest Plan**
   Review and discussion of the components of an Urban Forest Plan for San Francisco including scope, and process outline.
   (Explanatory Document: Draft Scope and Draft Process Outline)**

4. **ACTION:** Consideration of Resolution 001-03-UFC Street Tree Policies
   (Explanatory Document: 001-03-UFC Street Tree Policies)
   - Street trees resolution recommending that the Planning Commission elevate the visibility and importance of street trees in the General Plan; urging City departments to establish street tree policies and integrate them into planning, operations and permitting decisions; and urging the Mayor and Board of Supervisors to formally recognize the importance of the urban forest.

   Sponsored by Vice-Chair, Milton Marks

   Staff: Janet Michaelson

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

MINUTES
Planning Committee

Thursday, October 16, 2003
11 GROVE STREET
San Francisco, CA 94102
Ground Floor Conference Room
4:00 PM

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Order of Business

1. **Call to Order and Roll Call:** The meeting was called to order at 4:18 p.m. Council Members P. Sacamono, A. Rodgers, an L. Costello. C. Blair was present as member of the public.

2. **ACTION:** Adoption of minutes of the July, August, September 2003 meetings of the Urban Forest Council Planning Committee. There was not a meeting in the month of July. Upon motion by Member Rodgers and second by Member Costello, the minutes of the August and September 2003 meetings were unanimously adopted.

4.97

11/6/03

NOTE: THE AGENDA WAS HEARD OUT OF THE NOTICED ORDER

3. **Public Comment**

- C. Blair requested that the documents extracted from the General Plan regarding the urban forest presented at the last meeting, be distributed to the entire Council.

4. **ACTION:** Consideration of Resolution 001-03-UFC Street Tree Policies
(Explanatory Document: 001-03-UFC Street Tree Policies)
    - Street trees resolution recommending that the Planning Commission elevate the visibility and importance of street trees in the General Plan; urging City departments to establish street tree policies and integrate them into planning, operations and permitting decisions; and urging the Mayor and Board of Supervisors to formally recognize the importance of the urban forest.

Sponsored by Vice-Chair, Milton Marks
Staff: Janet Michelson

    - Upon motion by member Rodgers and second by member Costello, Resolution 001-03-UFC Street Tree Policies was unanimously adopted with minor amendments.

- The Committee discussed the language of the document. The Committee reviewed language changed recommended from the City Attorney, Rona Sandler. A number of minor amendments were recommended.
- Janet Michelson will edit the document to reflect the amendments and forward it to the members of the Committee.

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- Public Comment: C. Blair offered suggestions/recommendations regarding the language of the resolutions.
- The Committee briefly discussed the logistics of distributing this resolution to affected agencies.

4. **ACTION: Urban Forest Plan**
   Upon motion by Member Rodgers and second by Member Costello the Committee the Committee engaged in discussion regarding the Draft Scope and Draft Process Outline
- The Committee reviewed and discussed the components of an Urban Forest Plan for San Francisco including scope, and process outline. Council Coordinator Janet Michelson informed the Committee of her efforts to garner assistance is developing the plan. Although there are portions of the Plan that Ms. Michelson can do there are other parts that require more technical expertise. The primary obstacle in developing the Plan is funding. The Funding Committee is looking at opportunities for funding. Jim Clarke offered his services to Council, pro bono, to help do a final report outline. Discussions continued regarding the purpose, content, development methodology, and format of the plan.

5. **DISCUSSION:** New Business
- No new business was introduced.

6. **Public Comment:**
- There were no comments from the public.

7. **Adjournment:** The meeting was adjourned shortly after 5:00 p.m.

Respectfully Submitted

Emily Rogers
Council Secretary

SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Agenda

NOTICE OF CANCELLATION

Planning Committee Special Meeting

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Tuesday, November 18, 2003

DEPARTMENT OF THE ENVIRONMENT
Ground Floor Conference Room
4:00 PM

This meeting has been cancelled do to lack of quorum.

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

NOTICE AND AGENDA

Special Meeting
Planning and Policy Committee

This is a special meeting because it is not on its regular day and time.

Tuesday, December 9, 2003

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

1:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

Disability Access

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. ACTION: Adoption of minutes of the October 16, 2003 meetings of the Urban Forest Council Planning Committee. (Explanatory document: Minutes of the October 16, 2003 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION:** Discussion of adopting and codifying policy in SF's government structure
   Amit Gosh, Deputy Director, Chief of Citywide Policy Planning, San Francisco Planning Department

4. **ACTION:** Urban Forest Plan
   Adoption of the components of the Urban Forest Plan for San Francisco including scope, and process outline.
   (Explanatory Document: Draft outline of the Urban Forest Plan)**

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Approved MINUTES

Special Meeting
Planning and Policy Committee
This is a special meeting because it was not on its regular day and time.

Tuesday, December 9, 2003

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

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1:00 PM

ORDER OF BUSINESS

1. Call to Order and Roll Call

2. ACTION: Adoption of minutes of the October 16, 2003 meetings of the Urban Forest Council Planning Committee. (Explanatory document: Minutes of the October 16, 2003 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION:** Discussion of adopting and codifying policy in SF's government structure
   Amit Gosh, Deputy Director, Chief of Citywide Policy Planning, San Francisco Planning Department

   Mr. Gosh engaged the Committee in a thoughtful discussion on how to the process for developing the Urban Forest Plan ("Plan") should proceed. He suggested that the recommendations of the Plan be tied in someway to the General Plan. The General Plan is developed and approved by the Planning Commission and then approved by the Board of Supervisors. The development of the Urban Forest Plan will require a collaborative effort.
   To give the Plan more teeth there are three options: 1. The Plan could stand on its own as an independent document backed by the Mayor and the Board, 2. Make the Plan consistent with the General Plan, and 3. The Plan could be a hybrid document back by the mayor and the Board, and the General Plan could be amended to reflect the goals and objectives noted in the Plan as needed. General Plan amendments require a super majority vote of the Board. The key is to decide if the Plan will be operational or just policy oriented. The General Plan has a fairly comprehensive open space and urban design inventory. It should be referred to in the Urban Forest Plan develop process.

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Mr. Gosh suggested that the Committee contact the local universities and to garner program support for research and other creative low cost financing options and necessary resources. For example the School of Landscape Architecture at UC Berkeley frequently takes on projects of this sort.

4. **ACTION:** Urban Forest Plan
   Adoption of the components of the Urban Forest Plan for San Francisco including scope, and process outline. (Explanatory Document: Draft outline of the Urban Forest Plan)**
   - No action was taken on this item. The Planning Chart aligns monthly UF Council meeting agendas with the components of a comprehensive urban forest plan. The committee briefly discussed the Planning Chart and its components. In an overlapping discussion on the previous agenda item, the Committee engaged in a dialogue with Mr. Gosh on how to collaborate with the Planning Department to ensure the approval of the Urban Forest Plan development process. Mr. Gosh recommended working with the Planning Commission. The Planning Department staff can be the conduit to the Planning Commission. Once the Commission signs on they will direct Planning Department staff and allocate funds to work on the program. A memorandum to the Planning Commission should be drafted to do a presentation regarding the Urban Forest Council efforts and plans. As an early step the Committee should develop a proposal for Planning Commission consideration including a budget, and the Planning Chart.

5. **DISCUSSION:** New Business:
   - No new business was introduced.

6. **Public Comment:** There were no comments from the public.

7. **Adjournment:** The meeting was adjourned at `approximately 2:20 p.m.

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, December 18, 2003

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

1.98

12/03

4:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

Disability Access

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the December 9, 2003 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the December 9th, 2003 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION:** Topic: Should the penalty for illegally topping or otherwise harming a tree be levied upon not only the property owner, but also upon the company or individual who causes the damage? Sponsor: Michael Sullivan

4. **DISCUSSION**: Preparing the Urban Forest Council Planning Chart for Full Council Approval
   The UFC Planning Chart aligns monthly UF Council meeting agendas with the components of a comprehensive urban forest plan and was presented to the full Council on December 10th. The Planning Committee will work the Urban Forest Coordinator to refine the Chart based upon Council comments. (Explanatory Document: Draft Urban Forest Council Planning Chart)**

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

Approved MINUTES

Planning and Policy Committee
Thursday, December 18, 2003

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

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ORDER OF BUSINESS

1. Call to Order and Roll Call: An Marie Rodgers, Paul Sacamano, Jose Campos, and Bonnie Fisher

2. **ACTION**: Adoption of minutes of the December 9, 2003 meetings of the Urban Forest Council Planning Committee Special Meeting: Upon motion by Member Rodgers the minutes were unanimously adopted with minor amendments.

3. **DISCUSSION:** Topic: Should the penalty for illegally topping or otherwise harming a tree be levied upon not only the property owner, but also upon the company or individual who causes the damage?

- The committee engaged in a brief discussion focusing on liability. Historically the City has fined the homeowner primarily because they are easily identifiable, but also, because the contracted service provider is legally considered to be working under the direction of the owner. Furthermore, it would be difficult to identify the company or individual who did the work because often times this work is not done by a certified arborist or established business. There was consensus that education and outreach is needed with respect to proper tree care. The Committee talked about a tree care provider registry perhaps being developed. The Urban Forest Plan will include some direction on this topic.

4. **DISCUSSION**: Preparing the Urban Forest Council Planning Chart for Full Council Approval
The UFC Planning Chart aligns monthly UF Council meeting agendas with the components of a comprehensive urban forest plan and was presented to the full Council on December 10th. The Planning Committee will work the Urban Forest Coordinator to refine the Chart based upon Council comments.

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- The Committee engaged in a discussion regarding the components of the Planning Chart. Specifically, the Committee discussed how they would like to define the urban forest. It was suggested that Rowan Rountree's definition who's philosophy is that of an urban eco-system. The Committee then began to look at the relationship between various components of the Plan. Cal Berkeley students can be used to help collect the social data and to do surveys. As well, ariel photos will also be needed to examine the current canopy. The question is how much data is really needed to make recommendations. The Plan will be segmented as indicated on the chart.
- Tasks:
    i. Mr. Sacamono: Roundtree's definition.
    ii. Ms. Rodgers: Aerial Maps

5. **DISCUSSION**: New Business
- No new business was introduced.

6. **Public Comment**
- Carolyn Blair suggested that the Council conduct a public opinion survey.

7. **Adjournment:** The meeting was **adjourned at 5:40 p.m.**

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, January 15, 2004

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

98
/04

4:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the December 18th, 2003 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the December 18th, 2003 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will transition from defining the scope and goals of the Comprehensive Urban Forest Plan to discussing specific data needs and data collection procedures.

4. **DISCUSSION**: New Business

5. **Public Comment**

6. **Adjournment**

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

APPROVED MINUTES

Planning and Policy Committee
Thursday, January 15, 2004

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

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5/04
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4:00 PM

ORDER OF BUSINESS

1. **Call to Order and Roll Call:** The meeting was called to order at 4:05 p.m. Members Bonnie Fisher, AnMarie Rodgers, and Paul Sacamano were present.

2. **ACTION:** Upon motion by Member Rodgers and second by Member Fisher the minutes of the December 18th, 2003 meetings of the Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

3. **DISCUSSION:** The Committee engaged in a continued discussion of urban forest planning process and components. Discussions focused on the methodology for developing the scope, goals and actually writing the Urban Forest Plan. Several definitions of the urban forest were reviewed. A problem definition will be included in the Plan. Thoughts on wording for the definition and the problem definition should be forwarded to Member Sacamano by next Wednesday. The discussions transitioned from defining the scope and goals of the Comprehensive Urban Forest Plan to discussing specific data needs and data collection procedures.

4. **DISCUSSION:** New Business—No new business was introduced at this time.

5. **Public Comment:** There were no comments from the public at this time.

6. **Adjournment:** The meeting was adjourned at approximately 5:10 p.m.

Respectfully submitted by,
// Emily Rogers //
Council Secretary

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, February 19, 2004

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

4:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

Disability Access

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the January 15th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the January 15th , 2003 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will continue discussing specific data needs and data collection procedures.

4. **DISCUSSION**: New Business

5. **Public Comment**

6. **Adjournment**

**Copies of explanatory documents are available to the public at the SF Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Council's webpage http://www.sfgov.org/sfenvironment/aboutus/openspaces/urbanforest.htm; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at emily.rogers@sfgov.org within three business days of a meeting.

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

APPROVED MINUTES

Planning and Policy Committee
Thursday, February 19, 2004

Dept. of the Environment
11 GROVE STREET
Ground Floor Conference Room
San Francisco, Ca 94102

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4:00 PM

ORDER OF BUSINESS

1. **Call to Order and Roll Call:** The meeting was called to order at 4:12 p.m. Members Jose Campos, Larry Costello, AnMarie Rodgers, and Paul Sacamano were present. Note: Urban Forest Council Members Carolyn Blair and Milton Marks, III were present and participating as members of the public.

2. **ACTION:** Upon motion by Member Costello and second by Member Campos the minutes of the January 15, 2004 meeting of the Urban Forest Council Planning Committee were unanimously adopted.

3. **DISCUSSION**: Following an update on his activities, Council Coordinator Alexis Harte engaged the Committee in a continued discussion of urban forest planning process and components. The discussions focused on the information gathering process. A team of human resources is needed: students from universities, staff interns, and community-based organizations, can definitely serve to fill the needs. The Council has $25, 000 which can be used to support Council activities and must be spent by the end of the current fiscal year. The Committee would like to use these fund to support some portion of the data collection efforts.

4. **DISCUSSION:** New Business—No new business was introduced at this time.

5. **Public Comment:**

- C. Blair would like the Council to develop a "large tree" preservation policy. She also expressed that the final policy documents and recommendations be reflective of the reality discovered through the data collection process and not be based on generalizations.
- S. Mogel expressed concern regarding the data collection process. Specifically, she is uncertain that is possible to get a clear understanding of the people values without a door-to-door campaign.

6. **Adjournment:** The meeting was adjourned at approximately 5:30 p.m.

Respectfully submitted by,
// Emily Rogers //
Council Secretary

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March 18, 2004

City and County of San Francisco

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URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

98

04

Thursday, March 18th, 2004

Dept. of the Environment

11 Grove Street

Ground Floor Conference Room
San Francisco, Ca 94102

4:00 PM

COMMITTEE MEMBERS

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Paul Sacamano, Chair

Larry Costello

AnMarie Rodgers

Jose Campos

Bonnie Fisher

Alexis Harte

Urban Forest Coordinator

Emily D. Rogers

Council Secretary

(Chapter 67 of the San Francisco Administrative C

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Order of Business

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the February 19th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the February 19th , 2004 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will continue discussing specific data needs and data collection procedures.

4. **DISCUSSION**: New Business

5. **Public Comment**

6. **Adjournment**

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Urban Forest Council

San Francisco Department of the Environment

City and County of San Francisco,

11 Grove Street

San Francisco, CA 94102

SF Environment

March 18, 2004 APPROVED

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URBAN FOREST COUNCIL

Approved MINUTES

Planning and Policy Committee

Thursday, March 18, 2004

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Dept. of the Environment

11 Grove Street

Ground Floor Conference Room
San Francisco, Ca 94102

4:00 PM

Order of Business

- Call to Order and Roll Call: The meeting was called to order at 4:16 p.m. Members Campos, Rodgers, and Sacamano were present. Members of the public introduced themselves. Kelly Quirke introduced himself as the new Executive Director of Friends of the Urban Forest.

2. **ACTION**: Upon motion by member Rodgers and second by member Campos, the minutes of the February 19, 2004 meeting of the Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

3. **DISCUSSION**: Council Coordinator Alexis Harte gave a brief update on staff activities to date. The Committee engaged in discussions on the urban forest planning process and components. The Committee also continued discussions from last month's meeting on specific data needs and data collection procedures. Specifically, three studies will need to be conducted: 1.) Tree Species identification, 2.) Social Assessment, and 3.) Program Overlap Identification. Volunteers and interns will be able to assist with the first two efforts. Coordinator Harte distributed and Organizational Capacity Questionnaire, which will be used to address the third study. Please comment

4. **DISCUSSION**: New Business

- Land Mark Tree Ordinance
- Interns should conduct research to find best examples of urban forest plans across the nation and present their finding to the Council.

5. **Public Comment:** There were no comments from the public at this time.

6. **Adjournment:** The meeting was adjourned at 5:25 p.m.

Respectfully Submitted,

_____

Emily D. Rogers, Council Secretary

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, April 15th, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

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4:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the March 18th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the March 18thth, 2004 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will discuss specific data needs and data collection procedures related to the comprehensive urban forest plan.

4. **ACTION:** Consideration of Resolution 001-04-UFC Landmark Tree Ordinance
   (Explanatory Document: 001-04-UFC Landmark Tree Ordinance)Resolution urging the Mayor and Board of Supervisors to direct the Department of Environment and Urban Forest Council to draft and submit appropriate legislative amendments to strengthen the City's Landmark Tree Program.

   Sponsored by Chair, Francesca Vietor
   Staff: Alexis Harte

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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SF Environment

City and County of San Francisco
Department of the Environment
URBAN FOREST COUNCIL

Approved Minutes

Planning and Policy Committee

Thursday, April 15, 2004
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

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ORDER OF BUSINESS

1. **Call to Order and Roll Call:** The meeting was called to order at 4:41 p.m. Committee members J. Campos, B. Fisher, and P. Sacamano were present. Councilmember C. Blair was present as a member of the public.

2. **ACTION**: Upon motion by Member Campos and second by Member Fisher, the minutes of March 18, 2004 Urban Forest Council Planning and Policy Committee Special Meeting were unanimously adopted.

3. **DISCUSSION**: Following a brief overview of the pervious night's Full Council meeting, the committee engaged in the ongoing discussion of urban forest planning process and components. The Committee discussed data needs and data collection procedures related to the comprehensive urban forest plan. In particular, the committee focused its discussion on the presentation by Dr. Paul Gobster, USDA Forest Service on the methodology and usefulness of conducting social assessments, as it will serve to inform the urban forest plan. The Committee expressed the critical importance of tailoring the efforts to target San Francisco's unique cultural environment in order to yield responses that are expressly relevant to San Francisco's urban forest needs.

   Council Coordinator Alexis Harte reported that the U4 Geographic Information System ("GIS") data is now available. He will be working with Friends of the Urban Forest and Recreation and Parks to coordinate volunteers to conduct the tree species identification survey. Mr. Harte will conduct the training for volunteers. It will take approximately two months to complete the surveys.

4. **ACTION:** Consideration of Resolution 001-04-UFC Landmark Tree Ordinance
   Resolution urging the Mayor and Board of Supervisors to direct the Department of Environment and Urban Forest Council to draft and submit appropriate legislative amendments to strengthen the City's Landmark Tree Program.

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- This resolution was adopted at the previous night's Full Council meeting. As such, the Committee focused its discussions on the process for evaluating "Landmark Status" for trees. Member Sacamano presented a flow chart of the potential process. He will revise the chart to reflect suggested amendments from the discussion.

5. **DISCUSSION**: New Business
- There was no new business introduced at this time.

6. **Public Comment:** There were no comments from the public at this time.

7. **Adjournment:** The meeting was adjourned at 5:57 p.m.

Respectfully Submitted,

Emily Rogers
Council Secretary

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San Francisco Department of the Environment
City and County of San Francisco,
11 Grove Street
San Francisco, CA 94102

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, May 20, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

4.98
20/04

4:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the April 15th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the April 15, 2004 meeting of the Planning and Policy Committee.)**

3. **PRESENTATION**: Urban Forest Program Intern Jennifer Mar. *Living Landmarks*: A Comparison of 12 Tree Preservation Ordinances from around the U.S. Urban Forest Program Intern Jennifer Mar

4. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will discuss procedures and next steps related to writing the comprehensive urban forest plan.

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL

APPROVED MINUTES

Planning and Policy Committee

Thursday, May 20, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

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4:00 PM

ORDER OF BUSINESS

1. **Call to Order and Roll Call:** The meeting was called to order at 4:18 p.m. Members Paul Sacamano, Jose Campos, Bonnie Fisher, Larry Costello, and AnMarie Rodgers were present.

2. **ACTION**: The minutes of April 15, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

3. **PRESENTATION**: Urban Forest Program Intern Jennifer Mar presented the findings of her research on *Living Landmarks*: A Comparison of 12 Tree Preservation Ordinances from around the U.S. The purpose of her research was to provide the Committee with necessary information for strengthening San Francisco's tree ordinances. Six of the twelve jurisdictions examined were in California. She suggested that the committee develop a clear definition of "land mark tree." Discussions ensued regarding the methodology and other details of Ms. Mar's research. The Committee thanked and commended Ms. Mar for her outstanding presentation.

4. **DISCUSSION**: The Committee engaged in ongoing discussion regarding procedures and next steps related to writing the comprehensive urban forest plan. Specifically, they considered the direction and intent and level specificity of the plan with respect to it being a policy document and the vision of San Francisco's of the urban forest. From the discussion they were able to develop a modified the outline for the plan to be presented to at the for discussion and tasks assignments at the upcoming full council retreat.

5. **DISCUSSION**: New Business. No new business was introduced.

6. **Public Comment:** There were no comments from the public at this time.

7. **Adjournment:** The meeting was adjourned at 5:30 p.m.

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URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, June 17, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

98

/04

4:00 PM

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the May 20th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the May 20th, 2004 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will discuss procedures and next steps related to writing the comprehensive urban forest plan.

4. **DISCUSSION**: Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities. The Committee will discuss language for a resolution and/or correspondence addressing the City and PG&E's plans for under-grounding utilities. Specifically, the resolution and/or correspondence will address current planning efforts, the preservation of current planting sites and the identification and marking of future sites. As well, the resolution/correspondence will address the placement of sub-infrastructure and utilities boxes in areas that to hinder or limit the ability to plant street trees.

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Special Meeting

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, July 9, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

10:00 a.m.

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

Disability Access

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the May 20th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the May 20th, 2004 meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities. The Committee will discuss language for a resolution and/or correspondence addressing the City and PG&E's plans for under-grounding utilities. Specifically, the resolution and/or correspondence will address current planning efforts, the preservation of current planting sites and the identification and marking of future sites. As well, the resolution/correspondence will address the placement of sub-infrastructure and utilities boxes in areas that to hinder or limit the ability to plant street trees.

4. **PRESENTATION:** Alan Grossman and Milton Marks, III will give a presentation on Section 143 of the Planning Code as a means of generating a long-term source of urban forestry funding.

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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SF Environment

APPROVED MINUTES

Urban Forest Council

Planning and Policy Committee Special Meeting

Thursday, July 9, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102
10:00 a.m.

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ORDER OF BUSINESS

1. Call to Order and Roll Call: The meeting was called to order at 10:18 am. Members Sacamano, Costello, and Rodgers were present.

2. **ACTION**: Upon motion by Member Rodgers and second by Member Costello the minutes of the May 20, 2004 Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

- The agenda was heard out of the published order.

4. **PRESENTATION:** Alan Grossman gave a presentation on the capacity Section 143 of the Planning Code as a means of generating a long-term source of urban forestry funding. The proposal would amend the Planning Code to require the purchaser of a parcel to either plant a street tree or pay a fee of $560.00 into the "Adopt-A-Tree" fund. And, when there is a renovation costing more than $50,000 require the property owner to plant a tree or pay the fee. The Committee was impressed with the idea. Discussions ensued regarding the policy and practical implications of these amendments. Specifically, impacts of the proposed amendments on affordable housing development and special land use districts were debated. A few corrections will be made to the proposal and then it should be forwarded to the Full Council for consideration. Experts should be invited to address the issues of affordable housing and other related barriers to the amendment.

3. **DISCUSSION:** Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities. The Committee will discuss language for a resolution and/or correspondence addressing the City and PG&E's plans for under-grounding utilities. Specifically, the resolution and/or correspondence will address current planning efforts, the preservation of current planting sites and the identification and marking of future sites. As well, the resolution/correspondence will address the placement of sub-infrastructure and utilities boxes in areas that to hinder or limit the ability to plant street trees. – Continued.

5. **DISCUSSION:** New Business

6. **Public Comment:** There were no comments from the public at this time.

7. **Adjournment:** The meeting was adjourned at 11:30 a.m. The next meeting will be July 22, 2004

Respectfully Submitted,

_____
Emily D. Rogers

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

Special Meeting

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, July 22, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

4:00 p.m.

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the July 9th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the July 9th, 2004 Special meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities. The Committee will discuss language for a resolution and/or correspondence addressing the City and PG&E's plans for under-grounding utilities. Specifically, the resolution and/or correspondence will address current planning efforts, the preservation of current planting sites and the identification and marking of future sites. As well, the resolution/correspondence will address the placement of sub-infrastructure and utilities boxes in areas that to hinder or limit the ability to plant street trees.

4. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will discuss procedures and next steps related to writing the comprehensive urban forest plan.

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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URBAN FOREST COUNCIL

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, August 19, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

4:00 p.m.

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the July 9th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the July 9th, 2004 Special meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Under-grounding of Utilities and the Impacts on Future Street Tree Planting Opportunities. The Committee will discuss language for a resolution addressing the City and PG&E's plans for under-grounding utilities. Specifically, the resolution will address current planning efforts, the preservation of current planting sites and the identification and marking of future sites. As well, the resolution will address the placement of sub-infrastructure and utilities boxes in areas that to hinder or limit the ability to plant street trees.

4. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will discuss procedures and next steps related to writing the comprehensive urban forest plan.

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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URBAN FOREST COUNCIL

Special Meeting

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, September 16, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

4:00 p.m.

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the July 9th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the July 9th, 2004 Special meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Under-grounding of Utilities and the Impacts on Future Street Tree Plantin Opportunities. The Committee will discuss next steps in resolving the issue of utility-undergrounding an its affect on potential tree planting sites.

4. **DISCUSSION**: Ongoing discussion of urban forest planning process and components. The Planning & Policy Committee will discuss procedures and next steps related to writing the comprehensive urban forest plan.

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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URBAN FOREST COUNCIL

Special Meeting

NOTICE AND AGENDA

Planning and Policy Committee

Thursday, October 21, 2004

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

4:00 p.m.

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Emily D. Rogers
Council Secretary

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Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the July 9th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the July 9th, 2004 Special meeting of the Planning and Policy Committee.)**

3. **ACTION**: ***Street Tree Action Plan***: The Committee will discuss the Street Tree Action Plan, sugges changes, and then vote to recommend it for consideration by the Full UFC. Explanatory Document: ***Stree Tree Action Plan)***

4. **ACTION**: **Resolution to Preserve Tree Planting Sites Under the Public Right-of-Way** The Committee will vote to approve forwarding to the Urban Forest Council a resolution and companion ordinance to address the issue of utility-under-grounding and its affect on potential tree planting. (Explanatory Documents: ***Resolution to Preserve Tree Planting Sites Under the Public Right-of-Way*** and companion ***Ordinance adopting guidelines in connection with placing utilities underground; and placing the responsibilities for enforcing these guidelines on the Department of Public Works).***

5. **DISCUSSION**: Urban Forest Effects Model Data. The Committee will discuss the results of the Urban Forest Effects Model and formulate steps for distributing data to the public. (Explanatory Document: ***UFORE_Draftdata_Overall***)

6. **DISCUSSION**: New Business

7. **Public Comment**

8. **Adjournment**

**Copies of explanatory documents are available to the public at the SF Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Council's webpage http://www.sfgov.org/sfenvironment/aboutus/openspaces/urbanforest.htm; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at emily.rogers@sfgov.org within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper.

Also, please bring sufficient copies of handouts for both the Council and the public.

City and County of San Francisco
Urban Forest Council

Planning Committee

APPROVED MINUTES

Thursday, October 21, 2004 at 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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21/04
proved

Order of Business

1. Call to Order and Roll Call: The meeting was called to order at 4:10 p.m. Council-members Fisher, Campos, Sacamono, Rodgers, and Costello were present. C. Blair was present as a member of the public.

2. ACTION: Upon motion by Member Rodgers and second by Member Fisher the minutes of the July 9, 2004 meeting of the Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

3. ACTION: Street Tree Action Plan
   - Upon motion by Member Rodgers and second by Member Fisher the Street Tree Action Plan was adopted unanimously. There were no comments from the public.

4. ACTION: Resolution 003-04-UFC Preserve Tree Planting Sites

   URGING THE BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO TO ADOPT AN ORDINANCE TO PRESERVE SAN FRANCISCO'S TREE PLANTING SITES IN THE PUBLIC RIGHT-OF-WAY.

   - Upon motion by Member Campos and second by member Rodgers Resolution 003-04-UFC Preserve Tree Planting Sites was unanimously adopted striking lines 14 and 15 on page 1 and a few other minor amendments. There were no comments from the public.

5. DISCUSSION: The Committee briefly discussed the results of the Urban Forest Effects Model ("UFORE") and how to share the results of the study. Though very pleased with results overall, the Committee did express some concern about verifying the accuracy of the information. Alexis Harte will look into verifying the document's accuracy.

6. DISCUSSION: New Business:

   - C. Blair noted that trees are being topped at Broadway Tunnel possibly by the Recreation and Parks Department in the main park area.
   - B. Fisher suggested a letter be sent to the Chief of Police with educational information on the neighborhood benefits of trees and noting trees do not cause crime.

7. Public Comment: There were no comments from the public.

8. Adjournment: The meeting was adjourned at 5:55 p.m.

City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

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Regular Meeting Notice and Agenda

Thursday, November 18, 2004 at 4 PM

Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, AnMarie Rodgers, Jose Campos, and Bonnie Fisher

Council Coordinator: Alexis Harte **Council Secretary:** Emily Rogers

4.98

18/04

Order of Business

AGENDA

ORDER OF BUSINESS

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the October 21st, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the October 21, 2004 Meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Promoting and gathering support of the Street Tree Action Plan: The Committee will discuss strategies for promoting and gathering support the recently adopted Street Tree Action Plan. Sponsor: Alexis Harte

4. **DISCUSSION**: Ongoing discussion of urban forest planning process and components: The social needs assessment. The Planning & Policy Committee will discuss procedures and next steps related to completing the social needs assessment needed for completing the comprehensive urban forest plan. (Explanatory document: Draft UF Questions for 2005 SF Citizens Survey.)** Sponsor: Alexis Harte

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

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Emily D. Rogers, MPA
Commission Secretary
TEL: (415) 355-3709
FAX: (415) 554-6393

City and County of San Francisco
Urban Forest Council

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Planning and Policy Committee

Regular Meeting Notice and Agenda
Thursday, December16, 2004 **4:00 p.m.**
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Jose Campos, Larry Costello Bonnie Fisher, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Emily Rogers

34.98

11/6/04

Order of Business

AGENDA

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the October 21st, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the October 21st, 2004 Meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Promoting and gathering support of the Street Tree Action Plan: The Committee will discuss strategies for promoting and gathering support the recently adopted Street Tree Action Plan. Sponsor: Alexis Harte

4. **DISCUSSION**: Ongoing discussion of urban forest planning process and components: The social needs assessment. The Planning & Policy Committee will discuss procedures and next steps related to completing the social needs assessment needed for completing the comprehensive urban forest plan. (Explanatory document: Draft UF Questions for 2005 SF Citizens Survey.)** Sponsor: Alexis Harte

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

Please note: *This email contains only the agendas for the meetings. For complete information on these meetings, including disability access, explanatory documents, Sunshine Ordinance information, lobbyist information and other meeting information, please follow the attached link: http://temp.sfgov.org/sfenvironment/events/index.htm#commission If you wish to receive complete information for these and other meetings by email, including disability access, explanatory documents, Sunshine Ordinance information, lobbyist information and other meeting information, please respond to this email and put "Complete Notice" in the subject heading.*

Emily D. Rogers, MPA
Commission Secretary
TEL: (415) 355-3709
FAX: (415) 554-6393

Department of the Environment

City and County of San Francisco
Urban Forest Council

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Planning and Policy Committee

DRAFT MINUTES
Thursday, December 16, 2004 **4:00 p.m.**
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

Order of Business

1. Call to Order and Roll Call: The meeting was called to order at 4:07 p.m. Paul Sacamano, Larry Costello and AnMarie Rodgers were present.

2. ACTION: Upon motion by Council Member Costello the minutes of the October 21, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

- The agenda was heard out of the published order.

4. DISCUSSION: The committee engaged in an ongoing discussion of urban forest planning process and components focusing on the procedures and next steps related to completing the social needs assessment needed for completing the comprehensive urban forest plan. David Binder of David Binder Research noted that his firm could conduct such an assessment. Mr. Binder discussed various methods the data could be collected, question design and the general cost. The Committee also reviewed the Questions for 2005 SF Citizens Survey with Mr. Binder.

3. DISCUSSION: Promoting and gathering support of the Street Tree Action Plan: The Committee will discuss strategies for promoting and gathering support the recently adopted Street Tree Action Plan. This item was continued.

5. DISCUSSION: New Business: No new business was introduced at this time.

6. Public Comment: There where no comments from the public at this time.

7. Adjournment: The meeting was adjourned at 5:40 p.m.

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City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

APPROVED MINUTES
Thursday, December 16, 2004 **4:00 p.m.**
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

Order of Business

1. Call to Order and Roll Call: The meeting was called to order at 4:07 p.m. Paul Sacamano, Larry Costello and AnMarie Rodgers were present.

2. ACTION: Upon motion by Council Member Costello the minutes of the October 21, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting were unanimously adopted.

- The agenda was heard out of the published order.

4. DISCUSSION: The committee engaged in an ongoing discussion of urban forest planning process and components focusing on the procedures and next steps related to completing the social needs assessment needed for completing the comprehensive urban forest plan. David Binder of David Binder Research noted that his firm could conduct such an assessment. Mr. Binder discussed various methods the data could be collected, question design and the general cost. The Committee also reviewed the Questions for 2005 SF Citizens Survey with Mr. Binder.

3. DISCUSSION: Promoting and gathering support of the Street Tree Action Plan: The Committee will discuss strategies for promoting and gathering support the recently adopted Street Tree Action Plan. This item was continued.

5. DISCUSSION: New Business: No new business was introduced at this time.

6. Public Comment: There where no comments from the public at this time.

7. Adjournment: The meeting was adjourned at 5:40 p.m.

Adopted: January 20, 2005

City and County of San Francisco
Urban Forest Council
Department of the Environment
Planning and Policy Committee

Regular Meeting Notice and Agenda
Thursday, January 20, 2005 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Jose Campos, Larry Costello Bonnie Fisher, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:**

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Order of Business

AGENDA

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the December 16th, 2004 meetings of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Minutes of the December 16th, 2004 Meeting of the Planning and Policy Committee.)**

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components: The social needs assessment. The Planning & Policy Committee will review and comment on David Binder Research' s proposed survey questions and methodology. (Explanatory document: DBR_survey_draft_1_12_05.doc.)** Sponsor: Paul Sacamano

4. **DISCUSSION**: Coordinating The UFC's Street Tree Action Plan and DPW's 3-Year Greening Plan: The Committee will discuss aligning the goals of the UFC's Street Tree Action Plan With DPW's 3-Year Greening Plan. (Explanatory Documents: UFC Street Tree Action Plan, DPW 3-Year Greening Plan 2nd Draft**). Sponsor: Alexis Harte

5. **DISCUSSION:** Landmark Tree Ordinance: The Committee will review and comment on a draft Revised Landmark Tree Ordinance (Explanatory Document: Revised Landmark Tree Ordinance draft 1_06_05.doc) Sponsor Alexis Harte

6. **DISCUSSION**: New Business

7. **Public Comment**

8. **Adjournment**

Please note: *This email contains only the agendas for the meetings. For complete information on these meetings, including disability access, explanatory documents, Sunshine Ordinance information, lobbyist information and other meeting information, please follow the attached link: http://temp.sfgov.org/sfenvironment/events/index.htm#commission If you wish to receive complete information for these and other meetings by email, including disability access, explanatory documents, Sunshine Ordinance information, lobbyist information and other meeting information, please respond to this email and put "Complete Notice" in the subject heading.*

Commission Secretary
TEL: (415) 355-3709
FAX: (415) 554-6393

David Binder Research

44 Page Street, Suite 404 • San Francisco, California 94102
800-905-7330 • 415-621-7655 • F: 415-621-7663 • db-research.com

To: Alexis Harte

From: David Binder Research

Date: December 17th, 2004

Re: Research Proposal for the Urban Forest Council

Thank you for the opportunity to submit a proposal to conduct research on behalf of the Urban Forest Council. We look forward to working with you on this project.

The following proposal details our approach to your research, incorporating the goals set forth in our recent meeting. Please note that we can amend this scope of services as your needs and preferences dictate.

This proposal details a quantitative research project designed to test voters' satisfaction with the urban forest, their goals and preferences in regards to future activities of the council, and their support for possible funding efforts.

QUANTITATIVE COMPONENT

Sample Size and Respondents

We recommend a survey of 600 voters living in San Francisco. A sample size of 600 will provide results representative of voters within a margin of error of 4.0%. Considering your budget, a sample size of 600 will also provide us ample time to explore a variety of issues. Using this sample size, we would have approximately twelve minutes to ask about thirty six questions, of which five to seven would be questions related to demographic information.

A second option would use a sample size of 400 voters, which has a margin of error of 4.9%. A sample size of 400 would allow us approximately nineteen minutes to complete the survey under your budget, correlating to fifty seven questions total.

Lastly, a third option would use a sample size of 1,100 voters. A sample size of 1,100 voters has a margin of error of 3.0%. While under your budget a sample size of 1,100 would reduce the number of questions asked in the survey, it would allow for more detailed analysis of demographic subgroups by supervisorial district. Using this sample size, we would have approximately five minutes to ask about fifteen questions. Again, five to seven of these questions would concern demographics.

We will use an iterative process to further define the composition of the survey sample and welcome your input. These and other options, and their cost implications, can be discussed further pending time, cost, and scheduling parameters.

Survey Procedure

Based on the research goals we discussed, the survey can be designed to explore the following areas;

- General satisfaction with the urban forest;
- Satisfaction with the urban forest in specific areas including streets, parks and commercial and private properties;
- Attitudes regarding the preservation and maintenance of the urban forest;
- Attitudes towards planting and enticements to plant;
- Recommendations for future work of the various agencies making up the Urban Forest Council;
- Support for different means of funding the work of the Urban Forest Council

We welcome and appreciate your input in drafting the final survey instrument. Please note that the breadth of the survey depends on the time parameters.

DELIVERABLES

DBR will provide the following deliverables as part of this project: top-line reports, books of cross-tabulation tables, and analysis, which could be in the form of either a written summary or PowerPoint presentation.

- Top-line report
  This report provides the "answers," that is, the percentage of respondents who answered each question with a particular response.

- Cross-tabulation report
  This book provides, for every question, the results by a variety of subgroups of survey respondents. It will provide results by gender, age, ethnicity, income, party, geographic residence, and a variety of other demographic variables, as well as combinations of some of the categories. This booklet provides, at a glance, the ability to determine how opinion on a question is divided by particular demographics.

- Summary Report
  This comprehensive report will analyze information obtained in the survey and provide an overview of major findings and detail of specific findings. It will use advanced statistical techniques to analyze the information.

- Presentation
  Like the summary report, this PowerPoint presentation will analyze information obtained in the survey and provide an overview of major findings and detail of specific findings. Additionally, David Binder will be available to present the findings. Any questions regarding any element of the findings will be welcomed.

COST

Following are the costs of three different options.

PROJECT COSTS		
QUANTITATIVE	**# of Questions**	**TOTAL COSTS**
N= 400, 19 minutes Margin of error = 4.9%	57	$19,450
N= 600, 12 minutes Margin of error = 4.0%	36	$19,850
N= 1,100, 5 minutes Margin of error = 3.0%	15	$20,000

The cost for the survey includes: project management, sample selection, sample ordering (or phone matching), survey design, survey fielding, analysis and final presentation.

Please note that we will do our best to work within the parameters of your budget, therefore the length and sample size of the survey can be changed to meet your needs.

SCHEDULE

We can begin designing the survey immediately upon approval of the project. We would aim to have a second draft to you by Monday, January 17th, 2005 for review at your January meeting on the 20th. Depending upon revisions, the survey could go into the field the week of January 24th. Top-line results would be available Friday, January 28th and cross-tabulation tables would be available on Monday, January 31st. Generally, an analysis in the form of a word document or powerpoint presentation is available two weeks after the top-line results are delivered.

Please note that this schedule is flexible and we will work directly with you to ensure the schedule fits your needs.

SCHEDULE	
Task	**Week**
Approval to begin project and receipt of project guidelines.	December 27th, 2004
Survey design	December 27th, 2004 – January 17th, 2005 (2 drafts)
Survey fielding	January 24th-27th, 2005
Survey results	January 28th, 2005
Analysis and presentation	Week of February 14th

SUMMARY

We are confident that you will be satisfied with all aspects of the research we can conduct. We look forward to discussing in detail this proposed scope of services with you. Please keep in mind, we can adjust the scope of services in order to change this cost estimate if you so desire.

Department of Public Works

Three-Year Greening Plan

Draft Plan January 2005

Three-Year Greening Plan for the Department of Public Works
Trees, Medians, and Greening

San Francisco's streets are the most frequently experienced public places in the community as residents and visitors alike go to work, shop commercial districts, visit civic plazas, and stroll down neighborhood sidewalks. Consequently, streetscapes, and the infrastructure and landscaping within them, shape the sense of place and identity that are unique to San Francisco. The trees and landscaping within these streetscapes also alleviate some of the most undesirable characteristics of transportation corridors such as vehicle exhaust, flooding, and visual blight by cleaning the air, storing rainfall, beautifying neighborhoods and enhancing property values.

While there have been several initiatives to increase the planting and maintenance of trees in the city, the Department of Public works needs a comprehensive plan, which centralizes all those proposals in one document, to guide our interventions. Based on the Mayor's policy briefs for a clean and green San Francisco, the Department of Public Works is developing a three-year plan to move towards proactive, maintenance-based care so as to ensure the long term existence of a thriving urban forest, and to minimize "crisis management" of the trees in the city.

The table below shows an overview of the plan for each fiscal year. Following is a more detailed description of the planned work for each year.

Activity	FY 04	FY 05	FY 06
Tree planting	• Arbor Day celebration • SE sector tree planting • Inventory of available city planting sites • Map available planting sites • Annual Planting of 309 DPW-maintained street trees • Hanging Basket Pilot project	• Arbor Day Celebration • Commercial District Tree Planting • Evans St. Improvement • Sixth Street Improvement • Carroll St. Improvement • Street tree beautification • SF Street Parks program – officially launched • Create Standards for Street Trees and Maintenance • Paving projects tie-in • CALTRANS ramps and lots	• Arbor Day Celebration • DPW Annual Planting • Paving projects tie-in • CALTRANS ramps and lots
Median Beautification	• Junipero Serra • Lombard • Van Ness • Sloat	• Completion of Van Ness • Completion of Lombard • Jamestown – three new medians • Mancell • Geary Blvd. • Monterey Blvd.	• Continuation of renovation of remaining medians
Plazas	• UN Plaza • Hallidie Plaza • Castro Renaissance Project	To be identified	To be identified
Maintenance	• Justin Herman Plaza • Japan Town Peace Plaza • DPW annual maintenance	• DPW assumes maintenance for other city property street trees • Property Tax for Street Tree maintenance: • Educate property owners about current street tree responsibilities • Campaign for new property tax	Property Tax for Street Tree maintenance • November 06 introduce property tax legislation Centralized Street Tree Program Street Parks Program • Implementation of Greenhouse nursery Creation of Land Trust for DPW properties

FY 04-05

Tree planting:

- Arbor Day celebration
- SE sector tree planting
- Inventory of available city planting sites
- Map available planting sites
- Annual Planting of 309 DPW-maintained street trees

Median Beautification:

- Junipero Serra
- Lombard
- Van Ness
- Sloat
- Hanging Basket Pilot project

Plazas:

- UN Plaza
- Hallidie Plaza
- Castro Renaissance Project

Maintenance:

- Justin Herman Plaza
- Japan Town Peace Plaza
- DPW annual maintenance

Performance Measures

- Evaluating work completed

Tree Planting

Streetscapes are central to the "sense of place" that is unique to San Francisco. In addition to the environmental services street trees provide, they help to beautify unsightly infrastructure, and enhance property values. In fact, recent studies have shown that trees and landscaping actually attract customers to retail businesses and can positively impact neighborhood vitality and promote economic growth.

In an effort to achieve the Mayor's goal of planting 5000 street trees annually, the Department of Public Works has sought to gather information on the number of trees that have already been planted this year, both by the DPW, and by other agencies and organizations. We have a provisional total of 4597 trees planted between January and November of this year, as shown in the table below. This total includes street trees and trees planted in parks and other open spaces. We plan to launch each annual 5000 tree planting drive on Arbor Day, which gives us 2 months to plant an additional 403 trees to meet the Mayor's goal for this year.

Number of trees planted in the City of San Francisco January 01,2004 to November 30, 2004

Agency or Project	Number of trees planted
Department of Public Works	359
Private property owner or contractor through DPW	229
Friends of the Urban Forest	737
Department of Recreation and Parks	1680
Capitol Improvement projects	
• 3rd Street Light Rail	347
• Sunnydale Ave.	13
• Broadway streetscape	37
• Willow St.	15
• Van Ness	35
• Octavia	298
• Mission Bay	Waiting for total
• Ocean Blvd.	174
Presidio Trust	673
TOTAL	4597

Arbor Day Celebration

Arbor Day, celebrated in California from March 7-14, provides a good opportunity to highlight the efforts to green San Francisco. The mayor has set an ambitious goal of planting 5,000 street trees annually, and the Arbor Day celebration is the kickoff for these plantings. A recent settlement with Duke Energy allocates $250,000 for tree

planting in the South East of the city. This money can greatly increase the canopy in one of the least green parts of the city.

Kick Off Planting

To kick off the Arbor Day celebration, as well as the Duke Settlement DPW looked to identify a widely used street where an immediate impact would be felt. DPW believes that Ingalls St. between Jamestown Ave. and Oakdale Ave. would be a good choice. Ingalls St. is a frequented N-S street with almost no existing trees. There are residential parts of the street, with an industrial portion (blocks 1900-2800) dividing them. Ingalls St. is frequented by many trucks delivering to the industrial sector, as well as by residents walking.

A preliminary survey revealed 195 potential planting sites, but after the underground utility lines are located, we expect this number to be reduced. We are therefore using 150 as an estimate for the number of potential planting sites on Ingalls St.

To help ensure the survival of the newly planted street trees, the Department of Parking and Traffic will need to increase it's enforcement against parking on the sidewalk, which is a common occurrence along Ingalls St. To minimize damage from vehicles and other vandalism, trees will be planted with four stakes and this project will involve extensive outreach.

Community Outreach

Property owners will be contacted to encourage their participation and to explain their responsibility in maintaining the new street tree in front of their home or property. DPW will work with existing community groups, and Friends of the Urban Forest for community outreach around the planting. Local community engagement is an essential component for the success of the project.

Tree Species Selection

The nine-block portion of Ingalls St. from Thomas Ave. to Egbert Ave. is the industrial part of the street where there is a lot of truck traffic and loading and unloading. We are proposing a fast growing tree, such as Brisbane box, *Tristania conferta*, so that there would be minimal clearance interference.

There are overhead power lines running the entire length of Ingalls St. on the East side, and much of the West side as well. Therefore we would need to plant trees that do not grow too large, like a flowering cherry (*Prunus serrulata 'Kwanzan'*), strawberry tree *(Arbutus unedo)*, or bronze loquat *(Eriobotrya deflexa*.)

Of the few existing trees on the street, there are a mixture of species including a few strawberry trees (*Arbutus unedo)*, purple hopseed (*Dodonaea viscose*), cherry trees (*Prunus serrulata*), Brisbane box (*Tristania conferta*) and London plane trees (P*latanus acerifolia).*

Ingalls St. was identified for this kickoff because of the many challenges, including the industry, the power lines, and current usage of the street. It is these challenges that have led to so few existing trees, but the very same challenges that make an intervention on Ingalls St. so worthwhile. The difference after an Arbor Day planting celebration would be dramatic and significant.
DPW will also approach PG&E regarding a maintenance plan for new planting along their property at Hunter's Point Blvd. There are currently no trees between Hawes and Middle point, and trees would greatly reduce the visual impact of the PG&E power lines.

To prepare for the kickoff on Ingalls St., DPW will meet with other city agencies, including Department of Parking and Traffic, Department of the Environment, the Police Dept., Public Utilities Commission, and active community groups like Neighborhood Rescue, to ensure that we have a coordinated effort to launch this greening effort with all partners involved.

Education Program

In addition to the Ingalls St. planting, the DPW would like to hold workshops for the public on tree pruning and maintenance. Locations such as Silver and Geneva, Turk (between Scott St. and Divisadero St.) and Webster St. (at Divisadero St.) provide opportunities for demonstration on young trees and easy gathering points for the public. At these hands on workshops, neighbors will learn about the care of their street trees and will receive DPW leaflets on property owner rights and responsibilities, and street tree pruning.

Arbor Day provides a chance to engage the community in the greening efforts of the city. To that end, a series of educational activities will also be planned. Partnering with organizations like the Friends of the Urban Forest, and the Exploratoreum, we can offer city tree walks along streets such as Belvedere St. and Shotwell St. describing a variety of street trees found in San Francisco, and their characteristics. We can offer programs modeling the environmental services that urban trees provide, like pollution mitigation, oxygen production and storm water runoff uptake. Children's environmental education programs can focus on the importance of street trees and their care and protection.

The DPW will facilitate a meeting and help to coordinate other Arbor Day activities by other agencies so that the City celebrates a cohesive and extensive Arbor Day.

Press

Department of Public Works Public Affairs will work with local media outlets to publicize the Arbor Day celebration through press releases, Public Service Announcements.

Timeline:

Activity	Timeline
Citywide Arbor Day Planning Meeting • **Dept. of Environment** • **Park and Rec.** • **Non Profits (Friends of the Urban Forest, Exploratoreum, San Francisco Tree Council, Conservation Corps, Sierra Club** • **Clean City Coalition, etc.**	2nd Week in January
Street Tree Event Planning Meeting • **DOE** • **DPT** • **PUC** • **PD** • **FUF** • **Neighborhood Rescue**	2nd Week in January
Outreach to property owners	3rd week in January
Meetings with community	February
Press Releases	February- March 7
Order trees	End of January
Cut new tree basins	Late February, 1st week March
Arbor Day Celebration • **Ingalls St. planting** • **Workshops/Educational Activities**	March 7-14 March 7 or 12-13 March 8-12

SE Sector Planting

In addition to the Arbor Day planting, a portion of the legal settlement from Duke Energy has been committed to offset damages from electric generation by the planting of trees in SE San Francisco. The amount designated for tree planting in the area is $250,000. There are approximately 340 existing DPW-maintained empty tree basins in the area affected by the settlement. In addition there are many more sites available for new tree planting. In addition to the Arbor Day planting on Ingalls St., some other potential sites include:

- Toland St.
- Evans Ave.
- Quesada Ave.
- Cargo Way
- Jennings St.
- LaSalle Ave.
- Whitney Young Circle
- Palou Ave.
- Hunter's Point Blvd.

There is potential for many more planting sites by private property owners, as well along these streets. The DPW will begin outreach and education to these neighborhoods to ensure that trees planted will be appreciated and maintained.

Identification of new planting sites
In addition to the empty tree basins in the South East, there are a number of existing empty tree basins in every district, which could easily be replanted. Below is a table that indicates the number of empty existing DPW-maintained tree basins by district.

District	**Number of empty existing DPW-maintained tree basins**
1	37
2	17
3	20
4	1
5	136
6	14
7	52
8	26
9	79
10	234
11	83
Total	699

The DPW has also contacted other city agencies to identify additional planting sites on city property. These sites can be used for future plantings to increase the number of street trees planted in the city.

Map of available planting sites
A map will be created to show where in the city there are existing available planting sites. This map will help to guide priorities for future plantings, as well as efficiency in planting efforts.

DPW Annual Planting
Through the Gas tax, the DPW is funded to plant 309 trees annually, which will continue, in addition to these other tree planting initiatives.

Median Beautification Projects

The Department of Public works has begun beautification projects on four medians throughout the city. The goal of these projects is to give the streets a unified and cohesive feel, and to provide a reprieve from the traffic and concrete. The department's design goal is to provide a fresh, unified appearance with new plantings and replace the disconnected designs now found in different blocks.

Lombard Street
Significant progress is already underway on the Lombard Street medians. The project includes 12 blocks of Lombard with cemented medians. The PUC installed water meters and supply lines to the medians and DPW will follow with excavation of the cement, installation of irrigation lines and clocks, backfilling with soil, and planting over 2,000 shrubs and 90 vines.

The hedge will be Japanese boxwood (*Buxus m. j.* 'Green Beauty'). The boxwood hedge will be maintained with regular cutting to create a consistent and formal shape. The vine to be planted on the light poles will be English ivy (*Hedera h.* 'Hahns'), which is fast growing, self-climbing and will mask the concrete poles. By the end of fiscal year 04, we anticipate 40% of this project completed.

Van Ness Ave.
The predominant color theme will be red, white, and blue, which will stretch the entire length of the project. The red color will be supplied by ivy geraniums, (*Pelargonium peltatum*), the white by African iris (*Dietes Vegeta*), and the blue by California lilac (*Ceanothus griseus horizontalis*). Existing red flowering gum (*Eucalyptus ficifolia*) will remain and cork oak (*Quercus suber*) will replace older trees that are being removed.

Border strips of stamped concrete and grouted cobblestones will be installed next to median curbs and any existing broad expanses of concrete will be replaced with plant materials such as wood chips on top of weed-resistant fabric.

The median in front of City Hall will receive separate treatment because of its position next to the War Memorial/Opera House complex. The existing jasmine will be removed along with the chain link fence. An architectural grade wrought iron fence will then be installed, and it will continue to feature the removable section that is used to accommodate pedestrian traffic during the Black and White Ball. Plantings will then be added that carry on the red, white, and blue theme from the other blocks in the project. This project should be 50% complete by close of fiscal year 04.

Junipero Serra Blvd.
The median along Junipero Serra Blvd. is in its initial phase of development. There are two different portions of this median. From Brotherhood Way to 19th Avenue the median will be developed as an "entryway." From 19th to Ocean it will be developed

as a boulevard. There are several blocks of asphalt, which will be removed in January and replaced with wood chips and weed resistant fabric. Many of the existing Mugho pines (*Pinus mugo mugo*) have been affected by canker and will be removed. A few are healthy and will be maintained. The remaining sites will be planted with trees to create a majestic and colorful boulevard. Some possible species include: Trident maple (*Acer buergeranum*), which would provide beautiful fall color and allow light during the winter; the Cajeput tree (*Melaleuca quinquenervia*), which has a nice structure and small spring flowers; Horse chestnut (*Aesculus carnea*), which creates a large round canopy and beautiful red flowers; and Sawleaf zelcova (*Zelcova serrata*) a relatively fast growing elm-like tree which will also allow winter sun.

Sloat Blvd.
The unsightly and overgrown woody plant material has been removed and new flowering plants and ground covers will be planted. *Tulbaghia violacea* 'Silver Lake', *Phormium* 'Jack Spratt', *Anigozanthus manglesii* 'kangaroo paw' and others will beautify the median. The three blocks from Junipero Serra Blvd. to 20th Ave. will also include a cobble imprinted cement perimeter and an irrigation system. The remaining block segments on Sloat Blvd. out to the SF Zoo will be prepared for planting and weed resistant fabric and wood chips will be laid down.

Hanging Basket Pilot Project
San Francisco will become the first city to introduce hanging baskets as a city-sponsored beautification initiative. DPW intends to start with a pilot project along Chestnut St. or Clement St. beginning with 100-200 hanging baskets along the street. The baskets will bring color and life to the street while creating a unifying theme.

Plazas

UN Plaza
UN Plaza has been identified as a site for improvement in celebration of World Environment Day 2005.

Hallidie Plaza
A design charette for Hallidie plaza was held in October 2004. A plan was developed to create a generous plaza for the new station entrance. The plaza will offer a dramatic above-grade canopy. The East Plaza will be raised to street level and will include landscaping, seating, cafes and other public amenities. The West Plaza will also be raised to street level, providing a quiet, landscaped area with significant new tree planting, new green spaces, and opportunities for chess, public performances and other recreational activities. The main transit station exit will also have new tree plantings to create canopy.

Castro Renaissance

The Harvey Milk planting scheme includes three different plazas. The upper plaza, with full sun, contains 400 square feet (sf) of planters including Showy banksias (*Banksia speciosa*), Heavenly Bamboo (*Nandina domestica*), Euphorbia (*Euphorbia martini*), among others. The upper-Lower plaza, with sun and shade contains 220 sf of planters including, among others, Australian tree fern (*Cyathea cooperi*), Coral bells (*Heuchera sanguinea*), lily turf (*Liriope muscari*) and black bamboo (*Phyllostachys nigra*). The lower plaza, mostly shaded, contains 2000sf of planters containing Tasmanian tree fern (*Dicksonia antartica*), black stem taro (*Colocasia esculenta* 'Fontanesii'), Giant chain fern (*Woodwardia fimbriata*) and more. In addition 20 street trees were planted along the plaza.

Maintenance

Justin Herman Plaza
The partnership between Department of Public Works, Department of Recreation and Parks, the Port of San Francisco, and Boston Properties regarding the Justin Hermann Plaza should be reviewed and clarified. The possibility of partnering with the new MUNI hotel in development, should also be considered.

Japan Town Peace Plaza
The cherry trees currently in the plaza will be thinned out. The DPW will take on oversight of plants.

FY 05-06
Tree Planting:

- Arbor Day Celebration
- Annual planting of 309 DPW maintained trees
- Commercial District Tree Planting
  - Evans St. Improvement
  - Sixth Street Improvement
  - Carroll St. Improvement
- Street tree beautification
- SF Street Parks program – officially launched
- Create Standards for Street Trees and Maintenance
- Paving Projects Tie-in
- CALTRANS Ramps and Lots

Median Beautification:

- Completion of Van Ness
- Completion of Lombard
- Jamestown – three new medians
- Mancell
- Geary Blvd.
- Monterey Blvd.

Maintenance:

- DPW assumes maintenance for other city property street trees
- Property Tax for Street Tree maintenance:
  - Educate property owners about current street tree responsibilities
  - Campaign for new property tax

Tree Planting

Arbor Day
Arbor Day celebration will launch the annual tree-planting season, and the new tree count towards 5000 trees will begin. Community planting, education and outreach activities will also be held.

Annual DPW planting
As with every year, the 309 trees funded through the State Gas Tax will continue to be planted by the Department.

Commercial district improvements
Sixth Street and Evans Street have been identified as priorities for commercial district improvements.
Sixth Street from Market St. to Howard St. will include Palm Trees and London plane tree (*Platanus acerifolia*) will also be planted in between.

In addition to these projects, there are numerous commercial districts that would benefit from additional street tree planting and maintenance. The following table lists commercial districts that can be prioritized for an increased level of street tree planting and maintenance. To achieve this goal, the DPW has created the "Clean Patrol" pilot program for neighborhood business districts and commercial corridors. A team of two to three professionals will be assigned exclusively to each area to provide regularly scheduled clean-up and beautification services not otherwise provided by the DPW. The clean patrol is not funded by the city. It is anticipated that over time storeowners will develop self-sufficiency and independently pay for the program by contributing an amount to a neighborhood beautification fund proportional to the size of their storefront.

Street	District	Range	Total Store Frontage
Chestnut St.	2	Laguna Street to Broderick St.	5,994
Clement St.	1	Arguello Blvd. - 11th St.; 20th - 26th St.	7,684
Haight St.	5	Divisadero St. - Shrader St.	6,725
Irving St.	4	3rd Ave. - 25th Ave.	10,619
Leland St.	10	Bayshore Blvd. - Schwerin St.	3,151
Market St. at Castro St.	8	19th St. - 16th St.	4,661
Mission St.	11	Rolph St. - Silver St.	5,339
Ocean St.	11	Plymouth St. - Ashton St.	4,306
Sam Bruno Blvd.	10	Mansell St. - Silver St.	6,779
Union St.	2	Laguna St. - Broderick St.	6,491
West Portal Blvd.	7	St. Francis St. - Vicente St.	4,566
		Total	66,315

SF Street Parks Program
This exciting new initiative will be officially launched in FY 05-06.

Project Background
In 2004, the Bureau of Urban Forestry's Adopt-A-Street program was expanded to include Create-A-Garden, now called the Street Parks Program.
Like Adopt-A-Street, Street Parks works with citizens and community groups to keep the City clean, GREEN and beautiful. Instead of pertaining to sidewalks and paved city streets, Street Parks focuses on public rights-of-way and unaccepted or "paper" streets. By joining the Street Parks program, neighborhood groups can "adopt" a public right-of-way to develop and maintain a public open space garden. Street Parks sites are open to the public and typically focus on conservation, recreation, preservation, and beautification. They also provide opportunities for socialization and educational activities.

The Department of public Works Bureau of Urban Forestry and our partners understand the many ways that green spaces improve the quality of life for San Francisco 's residents. Street Parks are community-run public open-space gardens located on public rights-of-way that are developed and maintained by local residents. They build community and decrease anonymity. They also provide opportunities for communities to get in touch with nature, and educate children and teens about gardening. Here are some other benefits that a public open space garden or "park" can provide to local residents:

- Supports community control of and engagement in local green open spaces
- Supports City efforts to maintain public rights-of-way
- Makes a statement to others about the community's long-term commitment to the area and to preserving open land in the neighborhood
- Creates long-term opportunities for local non-profits to expand programs that include gardening or park activities
- Enhances and beautifies the neighborhood
- Transforms vacant lots into garden-parks and trash and illegal dumping into greenery
- Enhances the value of neighborhood properties
- Builds community
- Provides recreation

The DPW will assist Street Parks with neighborhood clean ups, notification and horticultural advice. The department will also provide free cleaning supplies, water and wood chips, as available. The DPW will also coordinate public recognition of these sites as Street Parks.

Greenhouse Nursery Development

A section of block 5801, known as St. Mary's Farm (formerly operated by S.L.U.G), provides an ideal site for a greenhouse/nursery to supply drought-tolerant plants for Street Parks. Formerly known as St. Mary's Youth Farm, the site also served the adjacent public housing residents with gardening plots.

Citywide beautification of public rights-of-way is more easily achieved when volunteer neighborhood garden groups do not have to raise funds for their garden. A greenhouse nursery is also a cost-effective means to provide "Street Trees" Citywide. See greenhouse/nursery proposed site below.

7501 training program: The greenhouse/nursery also serves the DPW 7501 training program by providing an excellent opportunity for horticultural studies and landscaping practice for persons in the two-year training program.

San Francisco City College: Students visit St. Mary's Farm and the greenhouse/nursery to study horticulture and environmental studies. Work-study students assist with nursery/greenhouse operations.

San Francisco State University: Students visit St. Mary's Farm and the greenhouse/nursery to study horticulture and environmental studies. Work-study students assist with nursery/greenhouse operations.

SF CRUE (San Francisco Communities Restoring Urban Environments: a youth based organization that provides jobs and training): utilized for Street Parks preparation and planting, as funding allows

Log Cabin Ranch: Another potential site for the propagation of "Street Trees" by the 7501 program participants. Transportation is problematic, as Log Cabin Ranch is located approximately 60 miles from San Francisco.

Friends of the Urban Forest youth program: teaches youth urban forestry in conjunction with nursery/greenhouse operations.

Evaluation of city properties

As part of the Street Parks program, the DPW will evaluate some of the city-owned properties and identify those that may be appropriate for sale. In addition to raising funds, selling some city-owned parcels will reduce the maintenance burden of the DPW.

Creation of Standards for Street Tree Planting and Maintenance
The San Francisco Urban Forest Council comprised of representatives from relevant city agencies, as well as the private and non-profit sectors, provides council and recommendations to the city concerning the Urban Forest of San Francisco. The council has developed a comprehensive 20-year Street Tree Action plan to improve the quantity and quality of street trees in the City of San Francisco. The creation of standards for street tree planting and maintenance, and increasing enforcement were among the council's action steps.

Although the DPW is responsible for the largest portion of publicly maintained street trees, other city agencies like the Public Utilities Commission, SF Unified School District, and 13 other agencies are also responsible for tree maintenance. There is a wide disparity of practices among these agencies for the care of their street trees.

A set of standards using American National Standard Institute (ANSI) Best Practices should be developed, including specifications for purchase, installation and early care of new trees. These standards should be adopted by the city to ensure that city agencies become leaders in the maintenance of public trees, and set an example for private property owners to follow.

Once standards are in place, an emphasis will be placed on educating the public, and city crews on proper tree care, while simultaneously increasing enforcement of Article 16 of the Public Works Code, which specifies penalties for injuring street trees.

In addition to increasing revenues from fines, which will allow for additional tree plantings, an increase in enforcement will likely create support for the parcel tax, which would allow the DPW to take on responsibility for all street trees.

Paving Project Tie-in
The DPW's Bureau of Engineering has several repaving projects scheduled during FY05-06. The projects present a good opportunity to tie-in tree planting and take advantage of the ongoing work on these sites. Projects scheduled for work in FY05-06 include: Kearny St. (3rd St-Market St. to Harrison, Bryant St. to Brannan St., Bush St.-Montgomery St. to Grant St.; Dunnes Al. to Kearny; Fresno St. – Kearny St. to Grant St.; Hardie Pl. Kearny St. to end; Kearny St. – Geary St. to Washington St., Jackson St. to Filbert St.); Mission St. (Steuart St. to 11th St.); Stockton St. (Market St. to Sutter St.); Bay St. (Baker St. to Lyon St., Baker St – Bay St. to Marina Blvd.); North Point St. (The Embarcadero to Van Ness Ave.); 16th St. (Utah St. to Market St.); as needed paving projects.

The Bureau of Urban Forestry will coordinate with the Bureau of Engineering to identify where trees might be planted in association with these projects.

CALTRANS On/Off Ramps and Lots
The DPW has an existing agreement with Caltrans to maintain state-owned lots underneath state highways and the on/off ramps of these routes. This provides an opportunity for additional planting sites. The landscaping aspect of the CALTRANS agreement is currently under funded, but as part of the re-negotiation of work, additional trees planted and their care could be included. Some sites for FY 05-06 include: Interstate 80, from the Division St. interchange to the Bay Bridge: lots under and adjacent to, and on ramps; Highway 82, from the San Mateo county line on San Jose Ave., North to Route 280 crossover, lot and ramps.

Median Beautification

Lombard
Work will continue on the Lombard St. median to complete the planting over 2,000 shrubs and 90 vines. By close of FY 05, this project should be completed.

Junipero Serra
The remaining work to be done on Junipero Serra, the removal of pines afflicted by pitch pine canker, and the planting of trees will be completed in FY 05.

Jamestown
Jamestown will have three new medians created in this fiscal year. As part of the Coronado Street park improvement project, Jamestown Ave. Associates will plant street trees of the same size and species along both sides of Jamestown Avenue in front of the project site. In addition they will remove existing parking spaces adjacent to 860 Jamestown Avenue. To replace the parking spaces, the project will plant vegetation in place of existing parking spaces adjacent to 860 Jamestown Avenue. Jamestown Avenue Associates will install bollards across both ends of Coronado Street -where it meets Jamestown Avenue at the uphill end, and where it meets Ingerson Street at the downhill end –creating a pedestrians friendly area, where cars cannot park. More vegetation will be added to the proposed landscaping, pending recommendations/approval by appropriate City agencies

Several other medians have been identified for work in FY 05-06 including:
- Geary Blvd. from Gough St. to 41st Ave.
- Mansell St. from San Bruno Ave. to University St.
- Monterey Blvd. from Circular Ave. – Plymouth Ave.
- Park Presidio from Fulton St. to Lake St.

Education and Campaign for Street Tree Parcel Tax
San Francisco's street trees, landscaped medians and plazas make the City more livable and enhance the economic vitality of the community by beautifying civic spaces and neighborhoods, increasing property values, cleaning the air, and reducing flooding. However, the City's streetscapes are not sufficiently cared for due to funding shortfalls for municipal agencies and nonprofit groups in addition to the

confusion resulting from a complex division of responsibilities among private property owners and various government agencies. Consequently, San Franciscans are not realizing the full range of economic and environmental benefits from green streets.

To ensure effective stewardship and beautification of San Francisco's streetscapes, a parcel tax initiative is proposed for the November 2006 general election. The initiative will include support for young tree care, maintenance of landscaped medians and plazas, and capitol improvements for select medians. For street tree maintenance, the optimal and recommended maintenance cycle to promote tree health, reduce conflicts with infrastructure and traffic, and protect public safety, is to visit each tree on average once every three to five years.

Throughout the 05-06 fiscal year, an education and awareness campaign will be launched to inform property owners about the proposed legislation, and the many benefits they would receive should the proposal pass.

Maintenance

DPW Annual Maintenance
DPW will continue to maintain the new 309 trees planted annually, and the roughly 30,000 existing street trees on DPW maintained streets.

Maintenance of other city agency street trees
In addition to the DPW maintained streets, it is estimated that municipal agencies are responsible for the maintenance of about 3,000 street trees that are adjacent their properties.

Total number of street trees adjacent to city property

Agency	Number
SFUSD	1,000
Recreation and Parks	300
Port, libraries, hospitals, water dept., etc.	1,700
City agency street trees	**3,000**
DPW street trees	**30,000**
Total	**33,000**

Within one year, the additional 3,000 city-owned street trees will be on a three-year maintenance cycle.

If the proposed Parcel Tax is approved in November 2006, the DPW will continue to phase in maintenance of all city street trees, including those currently privately maintained.

FY 06-07

Tree Planting

- Arbor Day Celebration
- DPW Annual Planting
- Paving tie-in
- CALTRANS On/Off Ramps and Lots
- New Planting initiatives

Median Beautification

- Evans Ave.
- La Salle Ave.
- Portola Dr.
- Sunset Blvd.

Property Tax for Street Tree maintenance

- November 2006 introduce property tax legislation

Centralized Street Tree Program

- Continue to Phase In

Street Parks Program

- Implementation of Greenhouse nursery
- Creation of Land Trust for DPW properties

Tree Planting

Arbor Day Celebration
Arbor Day celebration will launch the annual tree-planting season, and the new tree count towards 5000 trees will begin. Community planting, education and outreach activities will also be held.

Annual DPW planting
As with every year, the 309 trees funded through the State Gas Tax will continue to be planted by the Department.

Paving Projects Tie-in
Paving projects scheduled for FY-06-07 include: Bernal Heights Street Improvement Project; Valencia St. (Market St. to Cesar Chavez St.); Mission St. (11th St. to 16th St.); Chenery St. Laidley St. (Chenery – 30th St. to Diamond St.; Laidley St. 30th St. to Castro St., Mateo St. – Bemis St. to Laidley St.); Page St. (Market St. to Divisidero St.); Union St. (Laguna St. to Broderick St.).

CALTRANS On/Off Ramps and Lots
Potential state-owned sites for planting in FY 06-07 include: route 101 from San Mateo County line to Division St. interchange, and the Central Freeway from the Division St. interchange to the end of the freeway at Market St.; Route 280, from the San Mateo County line to the end of the freeway at Brannan St.; ramps on Lombard St. from Van Ness Ave to Richardson St. to Lyon St.

New Planting Initiatives
In addition to the ongoing planting projects, new sites will be identified for planting programs to help achieve the goal of planting 5000 trees annually.

Median Beautification

In addition to the medians described here and above, the City has over 210 acres of landscaped medians along some of San Francisco's most significant thoroughfares that help to calm traffic and make our streets safer for pedestrians. The following is a list of medians that are top priorities for future projects for landscaping improvements that include planting and decorative paving.

Street	District	**Range**
Bosworth St.	8	Diamond St. - Elk St.
Columbus Ave.	3	Bay St. - Green St.
Diamond Heights Blvd.	8	Duncan St. - Berkeley Way
Evans Ave.	11	3rd St. - Jennings St.
La Salle Ave.	11	3rd St. - Mendell St.
Portola Dr.	7	Sydney Way - Junipero Serra Blvd.
Sunset Blvd.	4	Sloat Blvd. - Lincoln Way
Webster St.	5	Grove St. - Bush St.
Winding Way	11	Drake St. - Pope St.

Parcel Tax Proposal

As described above, fiscal year 05-06 will involve a communication and education campaign around the Parcel tax proposal for street tree management. The tax, if approved, will enable the DPW to take over maintenance responsibilities for all street trees and trees in Public Right-of-ways. In addition, the financial security from the parcel tax will allow the DPW to move to a 2-5 year maintenance cycle, down from the current 7-year cycle.

Taken together, the existing division of responsibility and funding shortfalls for street trees, landscaping, and civic plazas has had the following impact on our community:

- Poor tree health due to insufficient maintenance
- Increased threat to public safety from inadequately maintained vegetation and sidewalks
- Degradation of the character of our neighborhoods
- Confusing division of responsibilities among public agencies and private property owners
- Loss of the full range and magnitude of environmental and economic benefits provided by trees and landscaping

With the City's increased emphasis on stewardship of the urban forest, the improved understanding and quantification of how street trees positively impact our community, and the need for adequate resources to maintain and enhance landscaping along streets, the time is right for San Francisco to commit itself to street and plaza landscape improvements and maintenance. Therefore, a parcel tax initiative to support effective stewardship and beautification of our streetscapes is proposed for the November ballot.

The initiative will include support for young tree care, maintenance of landscaped medians and plazas, and capitol improvements for select medians. For street tree maintenance, the optimal and recommended maintenance cycle to promote tree health, reduce conflicts with infrastructure and traffic, and protect public safety, is to visit each tree on average once every three years. The cost for an average five-year street tree maintenance cycle is listed as an option as well.

Beautification components and costs

Program	Additional Cost (Millions)	
1. Improved young tree care	$ .50	
2. More frequent maintenance of landscaped medians	$ 1.90	
3. Beautification of select medians	$ 2.00	
4. Greater investment in civic plazas and squares	$ 2.25	
5. Increased maintenance (3- or 5-year cycle) of City maintained street trees and eventual maintenance of all street trees by the City.	5-yr. cycle	3-yr cycle
	$10.11	$17.10
Total	$16.76	$23.75

The initiative is proposed to be placed before the voters in the November 2006 election. The total annual cost of the initiative is $16.76 with an average five-year maintenance cycle and $23.75 million with an average three-year maintenance cycle. With an estimated 180,138 parcels, the cost per parcel $93.04 and $131.84 respectively (based on current costs).

Cost per parcel

* *Figures based on current costs, costs may increase in 2006*

Proposal	Cost (Millions)	Number of Parcels	Cost per parcel annually
Program with avg. 5-year street tree maintenance cycle	$16.76	180,138	$93.04
Program with avg. 3-year street tree maintenance cycle	$23.75	180,138	$131.84

Through the implementation of these programs, San Franciscans will realize the following benefits:

- A one-stop resource for property owners and public agencies regarding street tree care
- Reduced overall property owner expense through large scale tree maintenance work that increases tree crew productivity and efficiency
- More equitable distribution of tree maintenance costs among property owners
- Improved visibility of businesses as well as advertisement and traffic signs
- Beautification of our neighborhoods and commercial districts
- Reduced hazards from tree failure and tree related sidewalk damage
- Avoided impediments to street cleaning from low hanging limbs

- Increased night time visibility by allowing illumination from street lights
- Minimized sidewalk obstructions and allow for proper access for the disabled
- Rejuvenation of depressed areas of the city through beautification projects that encourage economic investment
- Encourage tourism through landscape improvements to civic plazas and commercial districts
- Promote citizen involvement and stewardship through community gardening of unimproved rights-of-way
- Improved attractiveness and usability of our civic plazas

Centralized Street Tree Maintenance

Through a multi-year process, the Department of Public Works will first move from service driven by response to requests and emergencies to a preventative five-year maintenance cycle for trees currently maintained by DPW. Next, all street trees adjacent to other city agencies' properties and then private properties will be phased into the program. Approximately 10.11 million dollars will be required in addition to the current 2.3 million dollars funding from a combination of state gas tax and the local ½ cent sales tax.

The target street tree maintenance cycle is to visit each tree on average once every three years. This level of maintenance is optimal for ensuring tree health and limiting conflicts with signage, views, above and below ground infrastructure, buildings and traffic. A three-year cycle will also limit liability costs from tree failure and lifted sidewalks. An average five-year maintenance cycle is also acceptable, but may result in greater costs from increased occurrence of the conflicts previously listed.

Street Tree Maintenance.
Pruning, removal, and sidewalk repair

Funding Level	*Tree sites (thousands)*	*Dollars (millions)*	
		5-yr cycle	*3-yr cycle*
Projected	90	$12.41	$19.4
Current	30	$2.3	$2.3
Difference	60	**$10.11**	**$17.1**

Young Tree Care

Proper care of newly planted trees is critical to not only ensure their survival, but also to ensure the development of a sound and healthy branching structure. Young tree care includes irrigation, adjusting and replacing stakes, weeding basins, and pruning. In partnership with DPW, the Friends of the Urban Forest currently makes about 8,500 visits to care for new trees each year for up to three years after planting and works with citizens to education them regarding proper tree care. The Tree Corps cares for about 1,500 young trees, visiting them weekly to water during the dry months, for about two to three years after planting.

With increased funding the City will expand its partnerships with non-profit community groups to increase the level of care for young trees and urban forest education programs. Specifically, young trees will be visited more often for inspection, pruning, and basin work for up to five years after planting. In addition, a greater response to emergency care for young trees will be provided when they fall across roads and sidewalks and incur injuries, such as from binding stakes that require immediate attention.

Young Tree Care. Irrigation, staking, weeding, pruning,		
Funding Level	*Maintenance level*	*Dollars (thousands)*
Projected	Care up to 5 years after planting. Greater emergency response.	$1,000
Current	Care up to 3 years after planting. Limited emergency response	$500
Difference		**$500**

Maintenance Program for Medians, Staircases and Unimproved Rights-of-Way

The most visible landscaped areas maintained by DPW are medians along some of San Francisco's most significant thoroughfares, such as Geary Boulevard, Van Ness Avenue, Portola Street, Sunset Boulevard, and Dolores Street.

While DPW maintains medians and structures such as staircases and walls with 2.3 million dollars of state gas tax annually, but unimproved rights-of-way are the responsibility of the adjacent property owner. These rights-of-way areas are often not cared for by the property owner and become hazardous and unsightly. In response, DPW is encouraging involvement by adjacent property owners and interested neighbors through establishment of community gardens in otherwise derelict public lands.

Optimally, landscaped areas with lawn such as Sunset Boulevard, Dolores Boulevard, Brotherhood Way would be irrigated and mowed every two weeks in

the summer months with other major thoroughfare medians receiving weekly maintenance visits for pruning, weeding, irrigating and litter pickup. To provide this level of increased maintenance for medians, and landscaping around staircases an additional 1.9 million dollars is needed for adequate staffing.

Maintenance of landscaped medians, staircases and unimproved rights-of-way. Weeding, pruning, mowing, irrigating and litter pick-up		
Funding Level	*Sq. Feet (millions)*	*Dollars (millions)*
Projected	8.7	$4.6
Current	8.7	$2.7
Difference	0	**$1.9**

San Francisco's civic plazas and square are important to shaping the City's image, provide a place for public gatherings, and are frequented by workers on their lunch break and tourists shopping our commercial districts. At this time, the maintenance of many of these spaces is inadequate.

The adoption of the parcel tax would ensure a consistent funding source for the maintenance of the city's urban forest. Allowing for a reduced maintenance cycle, and the assumption of maintenance for all street trees would ensure better care and long term health of the urban forest, as well as efficiency of scale.

Street Parks Program

Implementation of Greenhouse Nurseries
As described above, the street parks program plans to develop greenhouse nurseries to provide the street parks with trees and plants for their beautification effort. In addition, the nurseries will provide training opportunities for 7501s and educational opportunities for several city schools and universities. The greenhouse nurseries will be created in FY 06.

Creation of Land Trust or similar mechanism
To encourage private involvement and engagement with Street Parks, the DPW will establish a Land Trust, or similar entity, which will be designed to assume liability away from the adjacent property owners, and perhaps provide a long-term maintenance funding mechanism for the street parks. There are several good precedents for this sort of arrangement. "Neighbor Space" in Chicago is one model that will be explored; there are programs in other cities, like Philadelphia, Boston, and New York, which will also be investigated before San Francisco establishes the street park mechanism.

Conclusion

This document, based on Mayor Newsom's policy briefs, attempts to synthesize existing DPW, Urban Forest Council, and DOE documents and proposals to create a three-year strategic plan for the Department of Public Works. It is a work-in-progress, and we welcome feedback, corrections and recommendations.

[Public Works Code – Maintenance and Removal of Special Status Trees.]

Ordinance amending the Public Works Code by amending Sections 802, 804, 807, 808, and 811 and adding Section 810A to address removal and maintenance of special status trees as defined herein.

Note: Additions are *single-underline italics Times New Roman*; deletions are ~~*strikethrough italics Times New Roman*~~. Board amendment additions are double underlined. Board amendment deletions are ~~strikethrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The San Francisco Public Works Code is hereby amended by amending Sections 802, 804, 807, 808, and 811, to read as follows:

SEC. 802. DEFINITIONS.

Unless the context specifically indicates otherwise,

(a) "Administrative cost" shall mean 20 percent of the Department's actual replacement cost, or a minimum of $100, whichever is greater.

(b) "City" shall mean the City and County of San Francisco.

(c) "Community Boards" of San Francisco shall mean the neighborhood mediation/dispute settlement service established under the auspices of The Community Board Program, Inc.

(d) "Department" shall mean the Department of Public Works of the City and County of San Francisco.

(e) "Director" shall mean the Director of the Department of Public Works or the Director's designee.

(f) "Ex officio" shall mean a current employee of any City department, or California or federal agency whose appointment to the Tree Board has been approved by the Director.

(g) "Injure" or "injury" shall mean any act which harms or damages a tree, including but not limited to impact, cutting, carving, transplanting, or knocking over, and includes but is not limited to the following: injurious attachment of any rope, wire, nail, advertising poster, or other contrivance to any street tree as set forth in Sections 675 and 675.1 of the Municipal Police Code; intentionally or negligently allowing any gaseous, liquid, or solid substance that is harmful to a tree to come into contact with a tree; setting fire or intentionally or negligently permitting any fire to burn when such fire or the heat therefrom will injure any part of any tree; pruning which in and of itself will kill or cause a tree to decline; or severing of all or part of a tree.

(h) "In-lieu fee" shall mean a fee deposited into the Adopt-A-Tree Fund and imposed by the Director. The in-lieu fee shall be equal to the replacement value of a tree(s) to be removed or trees that have been destroyed. In the case of trees required to be planted by Section 143 of the City Planning Code, yet excused under Section 143(d) of the Planning Code, the in-lieu fee shall be equal to the City's cost to plant and water a tree for two years.

(i) "Interested San Francisco organization" shall mean a San Francisco organization or individual that has made a written request to the Department for notification of proposed street tree removals in a specified neighborhood(s).

(j) "Landmark tree" shall mean a tree so designated pursuant to Section 810 of this Article.

(k) "Landscape material" shall mean any tree, shrub, groundcover or other plant.

(l) "Maintenance" shall mean those actions necessary to promote the life, growth, health, or beauty of a tree. Maintenance includes both routine and major activities. "Routine maintenance" shall include adequate watering to ensure the tree's growth and sustainability; weed control; removal of tree-well trash; staking; fertilizing; routine adjustment and timely removal of stakes, ties, tree guards, and tree grates; bracing; and sidewalk repairs related to the tree's growth or root system pursuant to Section 706 of this Code. "Major maintenance" shall include structural pruning as necessary to maintain public safety and to sustain the health, safety, and natural growth habit of the tree; pest and disease-management procedures as needed and in a manner consistent with public health and ecological diversity; replacement of dead or damaged trees.

(m) "Median strip" shall mean the dividing area in the public way between opposing lanes of vehicular traffic.

(n) "Notice" shall mean written notice by personal delivery or by mailing, either by letter or postal card, postage prepaid to the last known address as the same appears on the City's most recent assessment rolls.

(o) "Nuisance tree" shall mean any tree that poses a hazard to person or property. A tree may be deemed a nuisance if it or any part of it: (1) appears dead, dangerous, or likely to fall; (2) obstructs or damages a street or sidewalk; (3) harbors a serious disease or infestation threatening the health of other trees; (4) interferes with vehicular or pedestrian traffic; (5) obstructs official street cleaning activities; or (6) poses any other significant hazard or potential hazard, as determined by the Director.

(p) "Person" shall mean any individual, firm, partnership, association, corporation, company, or organization of any kind.

(q) "Planting" shall mean putting or setting into the ground or into a container to grow and irrigating until self-sufficient.

(r) "Removal" shall mean any intentional or negligent moving, carrying away, elimination or taking away of part or all of a tree.

(s) "Replacement value" shall mean the actual cost to the Department of replacing a tree or landscape material removed or destroyed with a comparable tree or landscape material. Certain trees or landscape material, because of their size, species or historical significance, cannot be replaced from available nursery stock. In such case, "replacement value" shall be determined pursuant to the valuation formula adopted by the International Society of Arboriculture, as amended from time to time, plus the Department's actual costs to replace the tree. "Replacement value" shall include the Department's administrative costs.

(t) 'Sidewalk" shall mean the area between the curbing and the abutting private property lot line, whether paved or unpaved, as legislated by the Board of Supervisors and as reflected in the Department's official maps.

(u) *"Special Status Tree" shall mean a tree so designated pursuant to Section 810A of this Article.*

(v) "Street" shall mean the vehicular travel-way portion of any public street, avenue, boulevard, lane, road, parkway, freeway, or other public way.

(~~v~~*w*) "Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the Department.

(~~w~~*x*) "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves.

(~~x~~y) "Tree Advisory Board" or "Tree Board" shall mean a board of private citizens to be appointed and to perform specific duties as set forth in Section 803 of this Article.

(~~y~~z) "Urban forest" shall mean all trees on public streets and rights-of-way within the borders of the City and County of San Francisco, ~~and~~ any trees growing on land subject to the jurisdiction of the Department, *and any other trees subject to the provisions of this Article*.

SEC. 804. JURISDICTION.

(a) Department's Jurisdiction. The Department shall have jurisdiction over the planning, planting, maintenance, and removal of trees in any street or other public right-of-way as defined in Section 244 of this Code; over any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way; over trees and other landscape material in other public spaces under the jurisdiction of the Department; ~~and~~ over nuisance trees on private property only as specified in Section 809 of this Article*; and over special status trees on private property as specified in Section 810A.*.

SEC. 807. DEPARTMENT OF PUBLIC WORKS URBAN FORESTRY PROGRAM; POWERS AND DUTIES.

(a) Arterial Planting Program. The Department shall continue its program of appropriate street tree planting along major traffic routes and commercial streets throughout the City.

(b) Neighborhood Planting Program. The Department shall continue to encourage and support neighborhood planting programs. Support may include, but need not be limited to, provision of trees and materials, sidewalk cutting and removal, planting labor, technical advice, and organizational assistance. The Department is hereby authorized to

donate such funds, materials and labor to neighborhood planting programs as are deemed by the Director to be in the public interest and in the interest of the promotion of the urban forest.

(c) Public Education. The Department shall undertake an on-going program of public outreach and education in order to promote public understanding of the City's urban forest and public adherence to the standards and procedures established under this Article.

(d) Authority over Site Development Plans. The Department shall have the authority to review and comment on site development plan applications received by the City's Central Permit Bureau that pertain to the planting, alteration, or removal of street trees. The Department shall also have the authority to review and comment on site development plan applications that pertain to the alteration or removal of landmark trees designated pursuant to Section 810(a) of this Article *and special status trees pursuant to Section 810A of this Article*.

If the Zoning Administrator modifies or waives the requirements of Planning Code Section 143 pursuant to Planning Code Section 143(d), the Department may impose an in-lieu fee of the property owner so excused. Further, if a property owner is required to plant a street tree pursuant to Planning Code Section 143, the Department can require that the property owner maintain such tree or replace any such tree that subsequently dies or is removed by any person, or pay an in-lieu fee.

(e) Adopt-A-Tree Fund. Pursuant to Section 10.117-77 of the Administrative Code, the Department shall maintain an Adopt-A-Tree Fund to enhance the urban forestry program.

(f) In-Lieu Planting Program. The Department shall develop and implement an In-Lieu Planting Program to offset the loss of street trees *and special status trees* due to removal, destruction, or death. The In-Lieu Planting Program shall also compensate for the loss of trees required to be planted by Section 143 of the Planning Code, yet excused by the

Zoning Administrator pursuant to Planning Code Section 143(d). The Department may impose an in-lieu fee in accordance with a fee schedule adopted by the Director where a street tree is destroyed, removed or is excused from planting where otherwise required by Planning Code Section 143. The Department may also assess an in-lieu fee as mitigation for violation of the requirements of this Article. In-lieu fees shall be deposited in the Adopt-A- Tree Fund.

(g) Tree Adoption Program. The Department shall develop and implement a tree adoption program to allow persons to donate money for the purpose of tree planting and maintenance. Money donated to the City and County for the purpose of tree planting and maintenance shall be deposited into the Adopt-A-Tree Fund.

SEC. 808. PROTECTION OF TREES AND LANDSCAPE MATERIAL.

(a) Injury to or Destruction of Trees Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy a street tree, ~~or~~ any tree on City property, *or a special status tree*. Removal of a tree under City order or removal in accordance with a permit issued pursuant to Section 806 *or Section 810A* of this Article is exempt from this prohibition.

(b) Injury to or Destruction of Landscape Materials Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way under the City's jurisdiction, except as authorized by the Department.

(c) Construction Work: Protection of Trees Required. It shall be unlawful for any person to engage in any construction work on private or public property without first taking steps to protect street trees *and special status trees* from damage, including damage caused by soil compaction or contamination. All *special status trees and all* trees on any street or other

publicly owned property near any excavation, construction, or street work shall be adequately protected.

SEC. 811. PENALTIES FOR VIOLATION OF ORDINANCE.

(a) Criminal Penalties. Violation of any of the provisions of Sections 806, 808, ~~and~~ 810(c), *and 810A(b)* of this Article shall be chargeable as an infraction or a misdemeanor. Every violation determined to be an infraction is punishable by a fine of $200 for a first violation and $400 for each additional violation within one year. Every violation determined to be a misdemeanor is punishable by a fine not exceeding $1,000 and/or imprisonment in the County Jail for a period not to exceed six months, for each offense.

(b) Administrative Civil Penalties.

(1) In addition to the penalties set forth in Subsection (a) above, any person who removes, damages, or destroys a tree in violation of the provisions of this Article shall pay a sum of money equal to the tree's replacement value or the diminishment of the tree's value. Any and all amounts paid or collected pursuant to this subsection shall be deposited into the Adopt-A-Tree Fund.

(2) The Department shall send notice of the assessment of administrative civil penalties to the responsible property owner. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4 - 706.7 of this Code. Enforcement and collection of liens for costs associated with nuisance tree abatement shall be in accordance with

Sections 706.4 - 706.7 of this Code, except that all monies received in payment of such liens shall be credited to the Adopt-a-Tree Fund.

Section 2. The San Francisco Public Works Code is hereby amended by adding Section 810A, to read as follows:

Sec. 810A. SPECIAL STATUS TREES.

(a) Definition. For purposes of this Section, a special status tree shall be a tree on privately-owned property or City property within the City and County of San Francisco that satisfies at least one of the following criteria: (1) a circumference measured at the tree base in excess of XX", (2) a height in excess of YY feet, or (3) a canopy in excess of ZZ feet [or whatever other criteria you want]. A special status tree shall not be a landmark tree, nuisance tree, or street tree as defined in this Article.

(b) Removal on Privately-Owned; Permit Required.

(1) Removal of a special status tree(s) on privately-owned property shall be subject to the rules and procedures governing removal of street trees as set forth in Section 806; provided, however, that if removal of a special status tree is proposed as part of any activity related to any permit or authorization under the Building Code or Planning Code, then the City department or commission with jurisdiction over the permit or authorization shall specifically address the proposed removal as part of its decision on the permit or authorization. Prior to any such decision, the affected department or commission shall consult with the Department's Urban Forester. Failure of an applicant to identify a special status tree that may be affected by a permit issuance or authorization specified above shall result in suspension or denial of the permit or authorization until the applicant or permittee complies with this Section.

(2) Appeal of a Department of Public Works permit to remove a special status tree shall be to the Board of Appeals. Appeal of a permit or authorization that involves the removal of a special

status tree shall be in accordance with the provisions governing appeal of the subject permit or authorization.

(c) Removal on City Property.

(1) Removal of a special status tree(s) on City property under the jurisdiction of any City agency, department, or commission shall be subject to the rules and procedures governing removal of trees under the jurisdiction of the subject agency, department, or commission if the subject agency, department, or commission, after a public hearing, has adopted rules and procedures for tree removal that incorporates a process for public notice prior to removal of the special status tree.

(2) If tree removal rules and procedures have not been adopted in accordance with Subsection (1) above, the agency, department, or commission shall be subject to the rules and procedures for removal of street trees as set forth in Section 806(c); provided, however, that this Subsection shall not supercede the Charter jurisdiction that has been granted to any City agency, commission, or department.

(3) If a special status tree(s) has been designated as part of a local historic or cultural landmark in accordance with Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 designation in addition to the requirements of this Subsection (c). In the case of a conflict between this Subsection and the Article 10 designation, the more restrictive provisions shall apply.

(4) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the director, general manager, president, or chair of the subject agency, department, or commission, the subject agency, department, or commission may remove a special status tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall make a reasonable effort to notify interested San Francisco organizations of the necessity for such action.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
John D. Malamut
Deputy City Attorney

City and County of San Francisco
Urban Forest Council
Department of the Environment
Planning and Policy Committee

DOCUMENTS DEPT.

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DRAFT MINUTES
Thursday, January 20, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

Order of Business

1. Call to Order and Roll Call: The meeting was called to order at 4:07 p.m. Council Members Paul Sacamano, Jose Campos, Bonnie Fisher (arrived at 4:15 p.m.) and AnMarie Rodgers were present. Excused: Council Member Dr. Larry Costello.

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2. **ACTION**: Adoption of minutes of the December 16th, 2004 meeting of the Urban Forest Council Planning Committee Special Meeting.

   Upon motion by Council Member AnMarie Rodgers, the minutes of the December 16, 2004 Planning and Policy Committee Special Meeting were unanimously approved. Absent: Council Members Fisher and Costello (Excused).

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components: The social needs assessment.

   Council Member Fisher arrived at this time.

   The Planning & Policy Committee reviewed and commented on David Binder Research Company' s proposed survey questions and methodology to assess community needs and values toward the urban forest. Budget limitations were discussed.

4. **DISCUSSION**: Coordinating The UFC's Street Tree Action Plan and DPW's 3-Year Greening Plan. Sponsor: Alexis Harte.

   Continued to the Planning & Policy Committee meeting of February 17, 2005.

5. **DISCUSSION**: Landmark Tree Ordinance: Sponsor Alexis Harte.

   Continued to the Planning & Policy Committee meeting of February 17, 2005.

6. **DISCUSSION**: New Business. No new business was heard at this time.

7. **Public Comment.** No public comment was heard at this time.

8. **Adjournment:** The meeting adjourned at 5:45 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

[Public Works Code – Maintenance and Removal of Special Status Trees.]

Ordinance amending the Public Works Code by amending Sections 802, 804, 807, 808, and 811 and adding Section 810A to address removal and maintenance of special status trees as defined herein.

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(h) "In-lieu fee" shall mean a fee deposited into the Adopt-A-Tree Fund and imposed by the Director. The in-lieu fee shall be equal to the replacement value of a tree(s) to be removed or trees that have been destroyed. In the case of trees required to be planted by Section 143 of the City Planning Code, yet excused under Section 143(d) of the Planning Code, the in-lieu fee shall be equal to the City's cost to plant and water a tree for two years.

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(j) "Landmark tree" shall mean a tree so designated pursuant to Section 810 of this Article.

(k) "Landscape material" shall mean any tree, shrub, groundcover or other plant.

(l) "Maintenance" shall mean those actions necessary to promote the life, growth, health, or beauty of a tree. Maintenance includes both routine and major activities. "Routine maintenance" shall include adequate watering to ensure the tree's growth and sustainability; weed control; removal of tree-well trash; staking; fertilizing; routine adjustment and timely removal of stakes, ties, tree guards, and tree grates; bracing; and sidewalk repairs related to the tree's growth or root system pursuant to Section 706 of this Code. "Major maintenance" shall include structural pruning as necessary to maintain public safety and to sustain the health, safety, and natural growth habit of the tree; pest and disease-management procedures as needed and in a manner consistent with public health and ecological diversity; replacement of dead or damaged trees.

(m) "Median strip" shall mean the dividing area in the public way between opposing lanes of vehicular traffic.

(n) "Notice" shall mean written notice by personal delivery or by mailing, either by letter or postal card, postage prepaid to the last known address as the same appears on the City's most recent assessment rolls.

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(q) "Planting" shall mean putting or setting into the ground or into a container to grow and irrigating until self-sufficient.

(r) "Removal" shall mean any intentional or negligent moving, carrying away, elimination or taking away of part or all of a tree.

(s) "Replacement value" shall mean the actual cost to the Department of replacing a tree or landscape material removed or destroyed with a comparable tree or landscape material. Certain trees or landscape material, because of their size, species or historical significance, cannot be replaced from available nursery stock. In such case, "replacement value" shall be determined pursuant to the valuation formula adopted by the International Society of Arboriculture, as amended from time to time, plus the Department's actual costs to replace the tree. "Replacement value" shall include the Department's administrative costs.

(t) 'Sidewalk" shall mean the area between the curbing and the abutting private property lot line, whether paved or unpaved, as legislated by the Board of Supervisors and as reflected in the Department's official maps.

(u) *"Special Status Tree" shall mean a tree so designated pursuant to Section 810A of this Article.*

(v) "Street" shall mean the vehicular travel-way portion of any public street, avenue, boulevard, lane, road, parkway, freeway, or other public way.

(~~v~~w) "Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the Department.

(~~w~~x) "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves.

(~~x~~y) "Tree Advisory Board" or "Tree Board" shall mean a board of private citizens to be appointed and to perform specific duties as set forth in Section 803 of this Article.

(~~y~~z) "Urban forest" shall mean all trees on public streets and rights-of-way within the borders of the City and County of San Francisco, ~~and~~ any trees growing on land subject to the jurisdiction of the Department, *and any other trees subject to the provisions of this Article*.

SEC. 804. JURISDICTION.

(a) Department's Jurisdiction. The Department shall have jurisdiction over the planning, planting, maintenance, and removal of trees in any street or other public right-of-way as defined in Section 244 of this Code; over any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way; over trees and other landscape material in other public spaces under the jurisdiction of the Department; ~~and~~ over nuisance trees on private property only as specified in Section 809 of this Article; *and over special status trees on private property as specified in Section 810A.*.

SEC. 807. DEPARTMENT OF PUBLIC WORKS URBAN FORESTRY PROGRAM; POWERS AND DUTIES.

(a) Arterial Planting Program. The Department shall continue its program of appropriate street tree planting along major traffic routes and commercial streets throughout the City.

(b) Neighborhood Planting Program. The Department shall continue to encourage and support neighborhood planting programs. Support may include, but need not be limited to, provision of trees and materials, sidewalk cutting and removal, planting labor, technical advice, and organizational assistance. The Department is hereby authorized to

donate such funds, materials and labor to neighborhood planting programs as are deemed by the Director to be in the public interest and in the interest of the promotion of the urban forest.

(c) Public Education. The Department shall undertake an on-going program of public outreach and education in order to promote public understanding of the City's urban forest and public adherence to the standards and procedures established under this Article.

(d) Authority over Site Development Plans. The Department shall have the authority to review and comment on site development plan applications received by the City's Central Permit Bureau that pertain to the planting, alteration, or removal of street trees. The Department shall also have the authority to review and comment on site development plan applications that pertain to the alteration or removal of landmark trees designated pursuant to Section 810(a) of this Article *and special status trees pursuant to Section 810A of this Article*.

If the Zoning Administrator modifies or waives the requirements of Planning Code Section 143 pursuant to Planning Code Section 143(d), the Department may impose an in-lieu fee of the property owner so excused. Further, if a property owner is required to plant a street tree pursuant to Planning Code Section 143, the Department can require that the property owner maintain such tree or replace any such tree that subsequently dies or is removed by any person, or pay an in-lieu fee.

(e) Adopt-A-Tree Fund. Pursuant to Section 10.117-77 of the Administrative Code, the Department shall maintain an Adopt-A-Tree Fund to enhance the urban forestry program.

(f) In-Lieu Planting Program. The Department shall develop and implement an In-Lieu Planting Program to offset the loss of street trees *and special status trees* due to removal, destruction, or death. The In-Lieu Planting Program shall also compensate for the loss of trees required to be planted by Section 143 of the Planning Code, yet excused by the

Zoning Administrator pursuant to Planning Code Section 143(d). The Department may impose an in-lieu fee in accordance with a fee schedule adopted by the Director where a street tree is destroyed, removed or is excused from planting where otherwise required by Planning Code Section 143. The Department may also assess an in-lieu fee as mitigation for violation of the requirements of this Article. In-lieu fees shall be deposited in the Adopt-A- Tree Fund.

(g) Tree Adoption Program. The Department shall develop and implement a tree adoption program to allow persons to donate money for the purpose of tree planting and maintenance. Money donated to the City and County for the purpose of tree planting and maintenance shall be deposited into the Adopt-A-Tree Fund.

SEC. 808. PROTECTION OF TREES AND LANDSCAPE MATERIAL.

(a) Injury to or Destruction of Trees Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy a street tree, ~~or~~ any tree on City property, *or a special status tree*. Removal of a tree under City order or removal in accordance with a permit issued pursuant to Section 806 *or Section 810A* of this Article is exempt from this prohibition.

(b) Injury to or Destruction of Landscape Materials Prohibited. It shall be unlawful for any person to intentionally, maliciously or through gross negligence injure or destroy any landscape material in any street median, center strip, or other landscaped portion of a public right-of-way under the City's jurisdiction, except as authorized by the Department.

(c) Construction Work: Protection of Trees Required. It shall be unlawful for any person to engage in any construction work on private or public property without first taking steps to protect street trees *and special status trees* from damage, including damage caused by soil compaction or contamination. All *special status trees and all* trees on any street or other

publicly owned property near any excavation, construction, or street work shall be adequately protected.

SEC. 811. PENALTIES FOR VIOLATION OF ORDINANCE.

(a) Criminal Penalties. Violation of any of the provisions of Sections 806, 808, ~~and~~ 810(c), *and 810A(b)* of this Article shall be chargeable as an infraction or a misdemeanor. Every violation determined to be an infraction is punishable by a fine of $200 for a first violation and $400 for each additional violation within one year. Every violation determined to be a misdemeanor is punishable by a fine not exceeding $1,000 and/or imprisonment in the County Jail for a period not to exceed six months, for each offense.

(b) Administrative Civil Penalties.

(1) In addition to the penalties set forth in Subsection (a) above, any person who removes, damages, or destroys a tree in violation of the provisions of this Article shall pay a sum of money equal to the tree's replacement value or the diminishment of the tree's value. Any and all amounts paid or collected pursuant to this subsection shall be deposited into the Adopt-A-Tree Fund.

(2) The Department shall send notice of the assessment of administrative civil penalties to the responsible property owner. Such notice shall include a statement that payment is due within 60 days of the mailing date of the notice. If a responsible property owner fails timely to remit payment, the Department shall send a second notice of payment due. Such second notice shall include a statement that failure timely to remit payment in full to the City within 30 days of the mailing of the second notice shall cause the Director to institute lien proceedings pursuant to Sections 706.4 - 706.7 of this Code. Enforcement and collection of liens for costs associated with nuisance tree abatement shall be in accordance with

Sections 706.4 - 706.7 of this Code, except that all monies received in payment of such liens shall be credited to the Adopt-a-Tree Fund.

Section 2. The San Francisco Public Works Code is hereby amended by adding Section 810A, to read as follows:

Sec. 810A. SPECIAL STATUS TREES.

(a) Definition. For purposes of this Section, a special status tree shall be a tree on privately-owned property or City property within the City and County of San Francisco that satisfies a least one of the following criteria: (1) a circumference measured at the tree base in excess of XX", (2) a height in excess of YY feet, or (3) a canopy in excess of ZZ feet [or whatever other criteria you want] A special status tree shall not be a landmark tree, nuisance tree, or street tree as defined in this Article

(b) Removal on Privately-Owned; Permit Required.

(1) Removal of a special status tree(s) on privately-owned property shall be subject to the rules and procedures governing removal of street trees as set forth in Section 806; provided, however, that if removal of a special status tree is proposed as part of any activity related to any permit or authorization under the Building Code or Planning Code, then the City department or commission with jurisdiction over the permit or authorization shall specifically address the proposed removal as part of its decision on the permit or authorization. Prior to any such decision, the affected department or commission shall consult with the Department's Urban Forester. Failure of an applicant to identify a special status tree that may be affected by a permit issuance or authorization specified above shall result in suspension or denial of the permit or authorization until the applicant or permittee complies with this Section.

(2) Appeal of a Department of Public Works permit to remove a special status tree shall be to the Board of Appeals. Appeal of a permit or authorization that involves the removal of a special

status tree shall be in accordance with the provisions governing appeal of the subject permit or authorization.

(c) Removal on City Property.

(1) Removal of a special status tree(s) on City property under the jurisdiction of any City agency, department, or commission shall be subject to the rules and procedures governing removal of trees under the jurisdiction of the subject agency, department, or commission if the subject agency, department, or commission, after a public hearing, has adopted rules and procedures for tree removal that incorporates a process for public notice prior to removal of the special status tree.

(2) If tree removal rules and procedures have not been adopted in accordance with Subsection (1) above, the agency, department, or commission shall be subject to the rules and procedures for removal of street trees as set forth in Section 806(c); provided, however, that this Subsection shall not supercede the Charter jurisdiction that has been granted to any City agency, commission, or department.

(3) If a special status tree(s) has been designated as part of a local historic or cultural landmark in accordance with Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 designation in addition to the requirements of this Subsection (c). In the case of a conflict between this Subsection and the Article 10 designation, the more restrictive provisions shall apply.

(4) Emergency Removal. In the case of manifest danger and immediate necessity, as determined by the director, general manager, president, or chair of the subject agency, department, or commission, the subject agency, department, or commission may remove a special status tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall make a reasonable effort to notify interested San Francisco organizations of the necessity for such action.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
John D. Malamut
Deputy City Attorney

City and County of San Francisco
Urban Forest Council

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JUN 22 2005

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Planning and Policy Committee

MINUTES
Thursday, January 20, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

Order of Business

1. Call to Order and Roll Call: The meeting was called to order at 4:07 p.m. Council Members Paul Sacamano, Jose Campos, Bonnie Fisher (arrived at 4:15 p.m.) and AnMarie Rodgers were present. Excused: Council Member Dr. Larry Costello.

2. **ACTION**: Adoption of minutes of the December 16th, 2004 meeting of the Urban Forest Council Planning Committee Special Meeting.

   Upon motion by Council Member AnMarie Rodgers, the minutes of the December 16, 2004 Planning and Policy Committee Special Meeting were unanimously approved. Absent: Council Members Fisher and Costello (Excused).

3. **DISCUSSION**: Ongoing discussion of urban forest planning process and components: The social needs assessment.

   Council Member Fisher arrived at this time.

   The Planning & Policy Committee reviewed and commented on David Binder Research Company' s proposed survey questions and methodology to assess community needs and values toward the urban forest. Budget limitations were discussed.

4. **DISCUSSION**: Coordinating The UFC's Street Tree Action Plan and DPW's 3-Year Greening Plan. Sponsor: Alexis Harte.

   Continued to the Planning & Policy Committee meeting of February 17, 2005.

5. **DISCUSSION:** Landmark Tree Ordinance: Sponsor Alexis Harte.

   Continued to the Planning & Policy Committee meeting of February 17, 2005.

6. **DISCUSSION**: New Business. No new business was heard at this time.

7. **Public Comment.** No public comment was heard at this time.

8. **Adjournment:** The meeting adjourned at 5:45 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

Approved: March 17, 2005

Department of the Environment

City and County of San Francisco
Urban Forest Council

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FEB 14 2005

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Planning and Policy Committee

Regular Meeting Notice and Agenda
Thursday, February 17, 2005 **4:00 p.m.**
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

02-14-05P03:19 RCVD

COMMITTEE MEMBERS: Paul Sacamano, Chair, Jose Campos, Larry Costello Bonnie Fisher, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

AGENDA

1. Call to Order and Roll Call

2. **ACTION**: Adoption of minutes of the January 20th, 2005 meeting of the Urban Forest Council Planning Committee Special Meeting. (Explanatory document: Draft Minutes of the January 20, 2005 Meeting http://sfgov.org/site/sfenvironment_page.asp?id=29681)

3. **DISCUSSION:** Landmark Tree Ordinance: The Committee will review and comment on a draft Revised Landmark Tree Ordinance (Explanatory Document: Revised Landmark Tree Ordinance draft 1_06_05.doc http://sfgov.org/site/sfenvironment_page.asp?id=29299). Sponsor Alexis Harte (***Note:*** *This Item was continued from the January 20th Special Meeting of the UFC Planning Committee*)

4. **DISCUSSION**: Coordinating The UFC's Street Tree Action Plan and DPW's 3-Year Greening Plan: The Committee will discuss aligning the goals of the UFC's Street Tree Action Plan With DPW's 3-Year Greening Plan. (Explanatory Documents: DPW 3-Year Greening Plan 2nd Draft** http://sfgov.org/site/sfenvironment_page.asp?id=29298) Sponsor: Alexis Harte (***Note:*** *This Item was continued from the January 20th Special Meeting of the UFC Planning Committee*)

5. **DISCUSSION**: New Business

6. **Public Comment**

7. **Adjournment**

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

PLANNING AND POLICY COMMITTEE

Dept. of the Environment
11 GROVE STREET
Eco-Center Conference Room
San Francisco, CA 94102

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
AnMarie Rodgers
Jose Campos
Bonnie Fisher

Alexis Harte
Urban Forest Coordinator

Monica Fish
Council Secretary
TEL: (415) 355-3709
FAX: (415) 554-6393

Disability Access

The Planning and Policy Committee meeting will be held at the Department of the Environment located at 11 Grove Street San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

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Posted: 2/10/05

Department of the Environment

City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

MINUTES
Thursday, February 17, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

Order of Business

1.98

1. Call to Order and Roll Call: Members Sacamano and Fisher present. Members Campos, Costello and Rodgers absent. The meeting was cancelled due to a lack of quorum.

2/7/05

Respectfully submitted by:

Monica Fish, Council Secretary

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FEB 23 2005

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Department of the Environment

City and County of San Francisco
Urban Forest Council

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MAR 14 2005

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Planning and Policy Committee

Regular Meeting Notice and Agenda
Thursday, March 17, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Jose Campos, Larry Costello Bonnie Fisher, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

AGENDA

1. **Call to Order and Roll Call**

2. **ACTION**: Adoption of minutes of the January 20th, 2005 meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the January 20, 2005 Meeting http://sfgov.org/site/sfenvironment_page.asp?id=29681)

3. **ACTION:** Significant Tree Ordinance: The Committee will vote to forward its recommendations on the Significant Tree Ordinance to the full Urban Forest Council (Explanatory Document: Recommendations on Significant Tree Ordinance draft 3_11_05.doc). Sponsor Paul Sacamano

4. **DISCUSSION**: New Business

5. **Public Comment**

6. **Adjournment**

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL

PLANNING AND POLICY COMMITTEE

Dept. of the Environment
11 GROVE STREET
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Posted: 3/14/05

Recommendations on Significant Tree Ordinance: DRAFT March 11,2005

ORDER OF PRESENTATION AND PROCESS

Preliminary meeting to solidify presentation and process, March 11

- Common vision to present to Planning Committee
- Important decisions for this meeting

What nomenclature is used for the designation?

Heritage
Landmark
Special status
Remarkable
Significant
Protected

- Locations that could qualify? - begin with public trees and private property, but other entities could participate by consent?

Public streets, street right-of-way (publicly-owned)
Private property
Residential
Corporate
Park & Recreation
Strybing
Department of Water
National Park Service, GGNRA
Presidio Trust
PG&E Right of Way

The Planning Committee (March 17)

- Seek recommendation from Planning Committee for full council to support

The full UFC (April 1)

- Action item & vote

Daly's office (April 4 or thereabouts).

- Specifics of the recommendations - brief and direct. (see last paragraph)

INTRODUCTION TO THE TREE PRESERVATION ORDINANCE

"At the direction of Supervisor Daly's Office, the Urban Forest Council has been asked to propose the scope, structure, and criteria of a strengthened tree protection ordinance. After considering several approaches, and conducting research on other cities, The UFC has recommends the following approach....."

PURPOSE & GOAL OF THE ORDINANCE

The Tree Preservation Ordinance is the City's primary regulatory tool to provide for orderly protection of specified trees, to protect property values and to avoid significant negative impacts on adjacent properties. The purpose of this section is to promote the health, safety, welfare, and quality of life of the residents of the city through the protection of specified trees located on private property within the city, and the establishment of standards for removal, maintenance, and replanting of the trees if removal is necessary. In establishing these procedures and standards, it is the city's intent to encourage the preservation of trees.

Scope of Trees Protected by Ordinance

- The Regulated Significant Trees of San Francisco within this section refer to all those trees or groups of trees included in the following three categories:

"Significant trees"

Yet to be defined

Street Trees

All trees growing within the street right-of-way (publicly-owned), outside of private property. In some cases, property lines lie several feet behind the sidewalks. A permit from the Department of Public Works is required prior to any work on or within the dripline of any street tree.

Designated Trees

All trees, when associated with a development project, that are specifically designated by the City to be saved and protected on a public or private property which is subject to a discretionary development review (such as a variance, home improvement exception, architectural review, site and design, subdivision, etc.). Tree removal is considered a minor change to the existing site plan -- and requires review approval from the Planning Division. For example, a tree planted or growing in a commercial zone landscape or parking lot tree.

Nomination criteria (present as flowchart?)

- Qualities & Attributes of a tree(s)

See Paul's flow chart
Size of trunk at DBH
Size and grandeur of trunk pad
Size of canopy
Height
Unusual species
Large for species
Historic interest, i.e. gift from other country or from an Exposition
Horticultural significance.
Outstanding specimen of a desirable species
Largest or oldest trees in San Francisco
Distinctive form
Significant grove

One of a group of trees dependent on others for survival

Location
Trees that cast between several properties
Trees on private property that are visually accessible from public right of way

Enforcement strategy

- Write paragraph outlining other enforcement methodologies besides below
- Protected trees covered through an addition to San Francisco's Planning Department

An Arborist provides professional guidance for the public, reviews landscape architecture and development plans, code and conditions, monitors and interacts with city staff and special interest groups.

Planning and Land Development Applications Through the Planning Department Requires certain information about existing trees be provided for building and other permits:

a. Site plans must show the trunk diameter and accurate dripline of all trees and street trees.
b. If there is disturbance within a protected tree dripline, an arborist's assessment and protection measures are required to process the application.
c. Pruning shall be accordance with ANSI and International Society of Arboriculture standards, or with review and written approval of Planning Department staff arborist
d. Under certain development circumstances, a single-family homeowner may be allowed to deviate from setback or other development standards if necessary to protect a tree
e. Removal of the trees in the "protected tree" category would be prohibited unless one of the following circumstances exist:
    i. The tree is dead, hazardous, is a detriment to or crowding an adjacent protected tree, or constitutes a public risk.
    ii. The tree trunk or basal flare is touching or within the existing building footprint or permitted building area if no structure exists (without variances) for single family home construction or expansion. Replacement tree(s) of comparable value may be required.
    iii. For projects other than single-family residences, if retention of the tree would reduce the otherwise allowed building area by more than 25%.
    iv. An "X" - step process applies to obtain a Protected Tree Removal Permit. (Describe the steps, i.e. step 1 - application with fee or deposit, step 2 -- review by Planning Department. or DPW and staff arborist, step 3 - notify neighbors/public, step 4....
f. Replacement of removed protected trees is required in most development circumstances.
g. Transplanting protected trees may be granted in some development circumstances.
h. Removal of Designated Protected Trees also requires City review such as on commercial properties

Property Sale

As part of property assessment, existing street and private trees are valued and "Significant trees" are noted in deed.

Section 808: Construction

Municipal Code, Section 808 protects street trees, and "Significant trees" from damage or injury, subject to specified penalties. Any work in the proximity of street trees and "Significant trees" is be consistent with standards outlined in the City's Tree Protection Guidelines Manual. A permit from Department of Public Works is required prior to any work, including pruning or any soil excavation on or around these trees. A fee of $X must accompany the permit application.

INCENTIVES FOR PARTICIPATION

- Tax credits

Property tax assessed for the urban forest. If property owner has zero trees payment is biggest % amount, one or more trees smaller than 10" payment is medium % amount, and if property owner has one or more trees larger than 10" payment is least % amount tax.

OVERSIGHT BODY

- Who regulates and under what jurisdiction

Urban Forest Council (UFC)
Would this mean that private property and DPW "Significant tree(s)" would be protected under a new agency within the department of Environment
Department of Public Works (DPW)
Department of Environment

PROCEDURE FOR NOMINATING TO ACHIEVE "SIGNIFICANT TREE(S)" STATUS

- Write paragraph outlining the process, fill out a form, submit to UFC, arborist assesses, item on UFC agenda, public comment, vote...etc

Nomination can come from following entities
UFC
Mayor
Board of Supervisors
Self nominated
Community or neighbor group
Consent
Must have property owner consent
Does not require property owner consent

SHORT AND LONG TERM GOALS FOR NUMBERS OF PROTECTED TREES

3 months – 50 -100
1 year – 10/per month, roughly 120 per year
2 year – 300 - 400
5 year – 700

FINANCIAL/STAFFING IMPLICATIONS.

- Write paragraph outlining the requirements for staffing and finances
- How funded

Corporate
City
Grant
Tax

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Department of the Environment

City and County of San Francisco
Urban Forest Council

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MAR 23 2005

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Planning and Policy Committee

DRAFT MINUTES
Thursday, March 17, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Jose Campos, Larry Costello Bonnie Fisher, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:09 p.m. Planning Committee Members Paul Sacamano, Bonnie Fisher, Larry Costello, and An Marie Rodgers were present. Excused: Planning Committee Member Jose Campos.

2. **ACTION**: Adoption of minutes of the January 20, 2005 meeting of the Urban Forest Council Planning Committee Meeting.

   Upon motion by Council Member Fisher and second by Council Member Costello, the Minutes of the January 20, 2005 Planning and Policy Committee Meeting were unanimously approved. Excused: Council Member Jose Campos.

3. **ACTION***:* Significant Tree Ordinance.

   The Planning Committee considered amended versions of the "Draft Summary of Criteria" dated March 17, 2005, presented by Council Member Jocelyn Cohen and the Significant Tree Ordinance dated March 16, 2005, presented by John Avalos, Legislative Aide to Supervisor Chris Daly.

   A discussion was held on how the "Draft Summary of Criteria" could be incorporated into the Significant Tree Ordinance. Mr. Avalos will invite Supervisor Chris Daly and John Malamut, Deputy City Attorney to attend the April 1 Urban Forest Council Special Meeting. A request was made for Council members to provide significant tree guidelines that the Ordinance should reference and to provide a broader scope that the Urban Forest Council could play in the process.

The Planning Committee agreed to ask the Urban Forest Council members to forward its recommendations on the Significant Tree Ordinance and Draft Summary of Criteria to Alexis Harte, Urban Forest Council Coordinator to compile for the April 1 Special Meeting.

Public comment from David Habert, Redevelopment Agency recommending that landmark trees be distinguished from other landmark designations that are not living things.

Member Rodgers will be discussing the Recommendations Draft "Section V Enforcement Strategy & Penalties for Violation" with the Planning Department and will report back to the Council.

4. **DISCUSSION**: New Business

   No new business was heard at this time.

5. **PUBLIC COMMENT**

   No public comment was heard at this time.

6. **ADJOURNMENT**

   The meeting adjourned at 6:20 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

Department of the Environment

City and County of San Francisco
Urban Forest Council

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MAY 13 2005

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Planning and Policy Committee

APPROVED MINUTES
Thursday, March 17, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Jose Campos, Larry Costello Bonnie Fisher, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

498

17/05
approved

Order of Business

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 4:09 p.m. Planning Committee Members Paul Sacamano, Bonnie Fisher, Larry Costello, and An Marie Rodgers were present. Excused: Planning Committee Member Jose Campos.

2. **ACTION**: Adoption of minutes of the January 20, 2005 meeting of the Urban Forest Council Planning Committee Meeting.

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4. **DISCUSSION**: New Business

   No new business was heard at this time.

5. **PUBLIC COMMENT**

   No public comment was heard at this time.

6. **ADJOURNMENT**

   The meeting adjourned at 6:20 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: May 10, 2005

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APR 18 2005

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE
NOTICE OF CANCELLATION

The **Thursday, April 21, 2005 at 4:00 p.m.** regularly scheduled meeting of the Urban Forest Council Planning and Policy Committee has been cancelled. The next regular meeting of the Committee will be held on Thursday, May 19, 2005 at 4:00 p.m. The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Coordinator at (415) 355-3764 or the Council Secretary at (415) 355-3709. You may also visit our website at http://temp.sfgov.org/sfenvironment/events/index.htm#commission for more meeting information. Thank you.

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
Bonnie Fisher
David Habert
AnMarie Rodgers

Alexis Harte
Urban Forest Coordinator

Monica Fish, ***Council Secretary***
TEL: (415) 355-3709 FAX: (415) 554-6393

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11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

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JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Special Meeting Notice and Agenda

05-06-05 A09:35 RCVD

Tuesday, May 10, 2005, 1:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

4.98
5/10/05
Special

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the March 17, 2005 meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the March 17, 2005 Meeting)

3. **DISCUSSION:** Draft 1:The Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Dr. Clark will join the Committee in a discussion on progress towards a first draft of the San Francisco's Comprehensive Urban Forest Plan.

4. **DISCUSSION AND POSSIBLE ACTION:** Revised Landmark Tree Ordinance: The Planning Committee will discuss potential revisions to the proposed Landmark Tree Ordinance and may vote to forward revisions to the full Council for final recommendation.
   Sponsor: Alexis Harte, Urban Forest Coordinator

5. **DISCUSSION**: New Business

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6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT

8. ADJOURNMENT

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1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

Monica Fish, Council Secretary
TEL: (415) 355-3709

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

City and County of San Francisco
Urban Forest Council

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Planning and Policy Committee

SPECIAL MEETING
Tuesday, May 10, 2005, 1:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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DRAFT MINUTES

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 1:10 p.m. Planning Committee Members Paul Sacamano, Bonnie Fisher, Larry Costello, and AnMarie Rodgers were present. Excused: Planning Committee Member David Habert.

   Grace Ma, Program Associate to the Urban Forest Council was introduced. Ms. Ma has a Master's in Forest Ecology from the University of Toronto and a BA in Conservation and Resource Studies from UC Berkeley.

2. **ACTION**: Adoption of minutes of the March 17, 2005 meeting of the Urban Forest Council Planning Committee Meeting. Upon motion by Council Member Fisher and second by Council Member Rodgers, the Minutes of the March 17, 2005 Planning and Policy Committee Meeting were unanimously approved. Excused: Council Member Habert.

3. **DISCUSSION:** Draft 1:The Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Dr. Clark joined the Committee in a discussion on progress towards a first draft of the San Francisco's Comprehensive Urban Forest Plan. There was a walkthrough of the working outline of scope, goals and plan descriptive and prescriptive components. Resource

documents that would be used to compile information were referenced. A request was made to supply Dr. Clark with the following reference documents (1) DPW's Three-Year Greening Plan, (2) Mayor's Office Greening Initiative; (3) 1997–2003 Health and Survival of Trees by Neighborhoods; (4) DPW's report on SF Street Parks; and (5) Urban Forest Council summary document of analysis and response to Supervisor Daly's Landmark Tree Ordinance.

Public comment from Jocelyn Cohen on establishing benchmarks for all entities that make up the Urban Forest and adding a glossary of terms to the Plan.

The Working Outline was described. Topics include:

- Introduction and Overview
- Issues and Opportunities on the Physical and Community Forest
- Management and Stewardship
- Plan for San Francisco's Urban Forest (a) Goals/Objectives for the Urban Forest; (b) Framework for Maintaining the Existing Urban Forest; (c) Framework for Growing an Urban Forest; (d) Specific Planting Recommendations; (e) Funding
- Plan Implementation
- Appendix.

The Council made suggestions for revisions and additions to the outline. Recommendations included adding (1) a City component to the Issues and Opportunities section; (2) Table of Contents/Index; (3) Glossary of Terms; (4) a section on communication roles and responsibilities; (5) methods, results and analyses; (6) the Urban Forest Plan as an Urban Design Element to the General Plan; (7) a section on Next Steps after Implementation.

Dr. Clark would be writing the introduction and state of the urban forest sections, making a revision to the outline on the plan implementation section and presenting it at the June 16 Policy Committee meeting.

ITEMS 4-7 were not heard due to a loss of quorum.

4. **DISCUSSION AND POSSIBLE ACTION:** Revised Landmark Tree Ordinance: The Planning Committee will discuss potential revisions to the proposed Landmark Tree Ordinance and may vote to forward revisions to the full Council for final recommendation.
   Sponsor: Alexis Harte, Urban Forest Coordinator

5. **DISCUSSION**: New Business.

6. **FUTURE AGENDA ITEMS.**

7. **PUBLIC COMMENT.**

8. **ADJOURNMENT.** The meeting adjourned due to a loss of quorum at 2:50 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

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City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

SPECIAL MEETING
Tuesday, May 10, 2005, 1:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

APPROVED MINUTES

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 1:10 p.m. Planning Committee Members Paul Sacamano, Bonnie Fisher, Larry Costello, and AnMarie Rodgers were present. Excused: Planning Committee Member David Habert.

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3. **DISCUSSION:** Draft 1:The Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Dr. Clark joined the Committee in a discussion on progress towards a first draft of the San Francisco's Comprehensive Urban Forest Plan. There was a walkthrough of the working outline of scope, goals and plan descriptive and prescriptive components. Resource

documents that would be used to compile information were referenced. A request was made to supply Dr. Clark with the following reference documents (1) DPW's Three-Year Greening Plan, (2) Mayor's Office Greening Initiative; (3) 1997–2003 Health and Survival of Trees by Neighborhoods; (4) DPW's report on SF Street Parks; (5) Urban Forest Council summary document of analysis and response to Supervisor Daly's Landmark Tree Ordinance; and (6) Summary of General Plan Policies related to the Urban Forest.

Public comment from Jocelyn Cohen on establishing benchmarks for all entities that make up the Urban Forest and adding a glossary of terms to the Plan.

The Working Outline was described. Topics include:

- Introduction and Overview
- Issues and Opportunities on the Physical and Community Forest
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ITEMS 4-7 were not heard due to a loss of quorum.

4. **DISCUSSION AND POSSIBLE ACTION:** Revised Landmark Tree Ordinance: The Planning Committee will discuss potential revisions to the proposed Landmark Tree Ordinance and may vote to forward revisions to the full Council for final recommendation.
   Sponsor: Alexis Harte, Urban Forest Coordinator

5. **DISCUSSION**: New Business.

6. **FUTURE AGENDA ITEMS.**

7. **PUBLIC COMMENT.**

8. **ADJOURNMENT.** The meeting adjourned due to a loss of quorum at 2:50 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: July 11, 2005

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE

NOTICE OF CANCELLATION

The **Thursday, May 19, 2005 at 4:00 p.m.** regularly scheduled meeting of the Urban Forest Council Planning and Policy Committee has been cancelled. The next regular meeting of the Committee will be held on Thursday, June 16, 2005 at 4:00 p.m. The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Coordinator at (415) 355-3764 or the Council Secretary at (415) 355-3709. You may also visit our website at http://temp.sfgov.org/sfenvironment/events/index.htm#commission for more meeting information. Thank you.

4.98

5/19/05 cancelled

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
Bonnie Fisher
David Habert
AnMarie Rodgers

Alexis Harte
Urban Forest Coordinator

Monica Fish, ***Council Secretary***
TEL: (415) 355-3709 FAX: (415) 554-6393

Posted: May 5, 2005

Disability Access

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City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Meeting Notice and Agenda

Thursday, June 16, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

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1
1/16/05

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the May 11, 2005 special meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the May 11, 2005 Special Meeting)

3. **DISCUSSION:** Draft 1:The Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Dr. Clark will provide a progress report on the first draft of the San Francisco's Comprehensive Urban Forest Plan.

4. **DISCUSSION:** Revised Landmark Tree Ordinance: The Planning Committee will discuss possible impacts and outcomes of the proposed Landmark Tree Ordinance.

5. **DISCUSSION**: New Business

6. **FUTURE AGENDA ITEMS**

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Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

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TEL: (415) 355-3709

Posted: June 10, 2005

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

SPECIAL MEETING
Tuesday, May 10, 2005, 1:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

DRAFT MINUTES

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

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- Appendix.

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ITEMS 4-7 were not heard due to a loss of quorum.

4. **DISCUSSION AND POSSIBLE ACTION:** Revised Landmark Tree Ordinance: The Planning Committee will discuss potential revisions to the proposed Landmark Tree Ordinance and may vote to forward revisions to the full Council for final recommendation.
   Sponsor: Alexis Harte, Urban Forest Coordinator

5. **DISCUSSION**: New Business.

6. **FUTURE AGENDA ITEMS.**

7. **PUBLIC COMMENT.**

8. **ADJOURNMENT.** The meeting adjourned due to a loss of quorum at 2:50 p.m.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Meeting Notice and Agenda

06-16-05P02:16 RCVD

Thursday, June 16, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the May 10, 2005 special meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the May 10, 2005 Special Meeting)
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5. **DISCUSSION**: New Business
6. **FUTURE AGENDA ITEMS**

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

7. PUBLIC COMMENT

8. ADJOURNMENT

Disability Access

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1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: June 10, 2005

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

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City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

MINUTES
Thursday, June 16, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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Order of Business

1. Call to Order and Roll Call: Members Sacamano and Costello present. Members Habert, Rodgers, and Fisher absent. The meeting was cancelled due to a lack of quorum.

The next regular meeting of the Urban Forest Council Planning and Policy Committee is scheduled for Thursday, July 21, 2005 at 4:00 p.m. at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room

Respectfully submitted by:

Monica Fish, Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

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JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Special Meeting Notice and Agenda

(This is a special meeting because it is not being held at its regularly scheduled time.)

Monday, July 11, 2005, 12:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the May 10, 2005 special meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the May 10, 2005 Special Meeting)

3. **DISCUSSION:** First Draft: Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Committee members will share their comments on the first draft with Dr. Clark and direct future priorities and revisions. (Explanatory document: Urban Forest Plan-draft.doc)

4. **DISCUSSION AND POSSIBLE ACTION:** Significant Tree Ordinance: The Planning Committee will discuss and may vote to recommend to the full council a new resolution regarding the proposed Significant Tree Ordinance. The ordinance and a proposed resolution on this matter (R-2005-1-UFC) was

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discussed at the Urban Forest Council on June 28, 2005. At that time, the resolution failed to get a majority of votes. (Explanatory Documents: Significant Tree Ord Briefing 06.05v.2; Proposed Significant Tree Ordinance: Public Works Code – significant trees, landmark trees, and penalties for violations (File 050689); Resolution R-2005-1-UFC)

5. **DISCUSSION**: Uniform Pruning Guidelines: Committee members will review the structure and content of pruning guidelines for city agencies and the public. (Explanatory document: Pruning Essentials draft.doc)

6. **DISCUSSION**: New Business

7. **FUTURE AGENDA ITEMS**

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

Public Comment

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Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forest Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: July 7, 2005

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Mayor

JARED BLUMENFELD
Director

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City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

SPECIAL MEETING
Monday, July 11, 2005, 12:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

DRAFT MINUTES

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Order of Business

1. **CALL TO ORDER AND ROLL CALL**: The meeting was called to order at 12:15 p.m. Planning Committee Members Paul Sacamano, Larry Costello, and AnMarie Rodgers were present. Excused: Planning Committee Members Bonnie Fisher and David Habert.

2. **ACTION**: Adoption of Minutes of the May 10, 2005 Special Meeting of the Urban Forest Council Planning Committee Meeting. Member Rodgers requested an amendment to the minutes as follows:

   Amendment: to Item 3 Discussion, to the line "A request was made to supply Dr. Clark with the following reference documents" add a "Summary of General Plan Policies related to the Urban Forest."

   Upon motion by Member Costello and second by Member Rodgers, the Minutes were unanimously approved with amendments.

   AYES: Council Members Costello, Rodgers, and Sacamano

   NOES: None

ABSENT: Council Members Fisher and Habert

3. **DISCUSSION:** First Draft: Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Committee members shared their comments on the first draft with Dr. Clark and directed future priorities and revisions. (Explanatory document: Urban Forest Plan-draft.doc)

   Summary Comments of the First Draft of the Comprehensive Urban Forest Plan, July 2005 from Members Sacamano, Rodgers, Costello, Fisher and from public comment were distributed at the meeting to Mr. Clark and Committee members. Coordinator Harte and Associate Ma would provide additional comments to Mr. Clark. Explanatory documents are available at the Urban Forest Council Office, 11 Grove Street, San Francisco between the hours of 9 a.m. and 5 p.m. or upon request to the Council Secretary, at telephone number 415-355-3709, or via e-mail at Monica.Fish@sfgov.org.

   Member Rodgers recommended that the amount of staffing and funding allocated to producing the plan be increased to produce a more comprehensive plan that encompasses a larger spectrum with more detail. Main concerns with the Policy Section and Draft content were discussed as outlined in the Summary Comments, July 2005. Commented that the content of the plan is not ready to go to the Planning Commission and the Board of Supervisors in order to be part of the General Plan. Requested that the Committee provide Mr. Clark direction with the funding that is currently available.

   A discussion was held about allocating Member Rodger's and Grace Ma's (Urban Forest Council Associate), staff time to work on the Plan. A request was made for Member Rodgers to supply a model plan such as the Bicycle Plan, Pedestrian Plan, or Downtown Streetscape Plan.

   Member Costello commended the content of the Draft Report. Members Costello, Sacamano, and Coordinator Harte on behalf of Member Fisher recommended additions and revisions to report sections as indicated in their Summary Comments, Draft Urban Forest Plan, July 2005.

   Public comment from Carolyn Blair on recommending the establishment of public policy for improving care for existing trees and asking if the Planning Department had a record of how many City trees are removed. Member Rodgers replied that the Planning Department did not have that information available.

   Mr. Clark requested additional research information in order to provide the detail requested. Coordinator Harte indicated that Members or Staff would provide research information to Mr. Clark. Mr. Clark's previous direction was to provide a large view for the Report. He indicated that he is working with a limited budget and has a writing assignment, not a research and policy development assignment. Mr. Clark asked Ms. Rodgers to provide a detailed recommendation as to what it would

take to incorporate the Draft Plan into the City's General Plan. A second draft of the plan would be provided by a tentative date of August 18.

Member Rodgers left the meeting at this time.

A discussion was held on the possibility of rescheduling the August 18 Planning and Policy Committee to August 16 in order to obtain a quorum.

Items 4 – 8 were not heard due to a loss of quorum.

4. **DISCUSSION:** Significant Tree Ordinance: The Planning Committee will offer recommendations on the ordinance to the Urban Forest Council.

5. **DISCUSSION**: Uniform Pruning Guidelines: Committee members will review the structure and content of pruning guidelines for city agencies and the public.

6. .**DISCUSSION**: New Business

7. **FUTURE AGENDA ITEMS**

8. **PUBLIC COMMENT**

9. **ADJOURNMENT:** The meeting adjourned due to a loss of quorum at 1:45 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

Adopted:

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

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City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

SPECIAL MEETING
Monday, July 11, 2005, 12:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

APPROVED MINUTES

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approved

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

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6. .**DISCUSSION**: New Business

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8. **PUBLIC COMMENT**

9. **ADJOURNMENT:** The meeting adjourned due to a loss of quorum at 1:45 p.m.

Respectfully submitted by,

Monica Fish, Council Secretary

Adopted: November 17, 2005

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DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE
Agenda
NOTICE OF CANCELLATION

The **Thursday, July 21, 2005 at 4:00 p.m.** regularly scheduled meeting of the Urban Forest Council Planning and Policy Committee has been cancelled. The next regular meeting of the Committee will be held on Thursday, August 16, 2005 at 4:00 p.m. The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Coordinator at (415) 355-3764 or the Council Secretary at (415) 355-3709. You may also visit our website at http://temp.sfgov.org/sfenvironment/events/index.htm#commission for more meeting information. Thank you.

COMMITTEE MEMBERS

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Paul Sacamano, Chair
Larry Costello
Bonnie Fisher
David Habert
AnMarie Rodgers

Alexis Harte
Urban Forest Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

Posted: July 7, 2005

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URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE

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COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
Bonnie Fisher
David Habert
AnMarie Rodgers

Alexis Harte
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Grace Ma
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11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Meeting Notice and Agenda

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Thursday, August 18, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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8/18/05

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the July 11, 2005 special meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the July 11, 2005 Special Meeting)

3. **DISCUSSION**: Uniform Pruning Guidelines: Committee members will review the structure and content of pruning guidelines for the public and arboricultural workers. (Explanatory document: Pruning Essentials Second.doc)

4. **DISCUSSION:** Second Draft: Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Dr. Clark will present and discuss his latest draft of the San Francisco Comprehensive Urban Forest Plan and Council members will provide feedback.

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5. DISCUSSION: New Business

6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT

8. ADJOURNMENT

Public Comment

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2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

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Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forest Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: July 28, 2005

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE
Agenda
NOTICE OF CANCELLATION

The **Thursday, August 18, 2005 at 4:00 p.m.** regularly scheduled meeting of the Urban Forest Council Planning and Policy Committee has been cancelled. The next regular meeting of the Committee will be held on Thursday, September 15, 2005 at 4:00 p.m. The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Coordinator at (415) 355-3764 or the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=21234 for more meeting information. Thank you.

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cancelled

COMMITTEE MEMBERS

Paul Sacamano, Chair
Larry Costello
Bonnie Fisher
David Habert
AnMarie Rodgers

Alexis Harte
Urban Forest Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

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SF Environment

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE
Agenda
NOTICE OF CANCELLATION

The **Thursday, September 15, 2005 at 4:00 p.m.** regularly scheduled meeting of the Urban Forest Council Planning and Policy Committee has been cancelled. The next regular meeting of the Committee will be held on Thursday, October 20, 2005 at 4:00 p.m. The meeting will be held at 11 Grove Street, Ground Floor Conference Room. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions please contact the Council Coordinator at (415) 355-3764 or the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=21234 for more meeting information. Thank you.

COMMITTEE MEMBERS

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Paul Sacamano, Chair
Larry Costello
Bonnie Fisher
David Habert
AnMarie Rodgers

Alexis Harte
Urban Forest Coordinator

Grace Ma
Urban Forest Council Associate

Monica Fish
Urban Forest Council Secretary

Posted: September 12, 2005

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SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Special Meeting Notice and Agenda

September 22, 2005, 4:00 P.M.

Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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Special

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the July 11, 2005 Special Meeting of the Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the July 11, 2005 Special Meeting)
3. **DISCUSSION:** Second Draft: Comprehensive Urban Forest Plan. Jim Clark, Hortscience. Dr. Clark will present and discuss his latest draft of the San Francisco Comprehensive Urban Forest Plan and Council members will provide feedback.
4. **DISCUSSION**: New Business
5. **FUTURE AGENDA ITEMS**

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www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

6. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

7. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

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TEL: (415) 355-3764

Grace Ma, Urban Forest Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: September 14, 2005

SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

MINUTES OF SPECIAL MEETING
Thursday, September 22, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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Special

The September 22, 2005 Special Meeting of the Urban Forest Council's Planning and Policy Committee was cancelled due to a lack of quorum.

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Respectfully submitted by,

Monica Fish, Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

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Regular Meeting Notice and Agenda

Thursday October 20, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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10/20/05

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the July 11, 2005 Special Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the July 11, 2005 Special Meeting)
3. DISCUSSION: City Pruning Guidelines: Committee members will review pruning guidelines for City and County of San Francisco workers, managers and contractors. (Explanatory document: City Pruning Standards.doc).
4. DISCUSSION: Third Draft: Comprehensive Urban Forest Plan. Jim Clark, HortScience. Committee members will discuss and review Dr. Jim Clark's latest draft of the plan. (Explanatory document: Urban Forest Plan-draft-Sept05.doc).
5. **DISCUSSION**: New Business

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. ADJOURNMENT

Public Comment

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Other Important Information

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When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forest Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: October 14, 2005

City and County of San Francisco
Urban Forest Council
Tree Pruning Standards for
City Agencies, Contractors and Private Industry
October 2005

Introduction

This document provides basic standards for tree care and maintenance within the City and County of San Francisco. It highlights key concepts from guidelines developed by the International Society of Arboriculture (ISA) and American National Standards Institute (ANSI) respectively. The rationale for applying certain practices while avoiding others is based on current arboricultural knowledge (see *References and Additional Resources*). While these standards apply to City and County of San Francisco government employees and managers, contractors, and private green industry employees working on public trees, they also generally provide a sound basis for the care of privately owned trees.

Foundation for standards

The City of San Francisco recognizes the following benchmark standards for tree pruning and maintenance:

1. American National Standards Institute (ANSI) A300 Pruning Standards, ANSI Z133.1 Safety Standards
2. International Society of Arboriculture (ISA) Tree Pruning Guidelines
3. ISA Best Management Practices Tree Pruning

Occupational health and safety standards in the workplace should be observed at all times. City arborists, managers, related personnel and contractors are requested to retain and use copies of the aforementioned publications. To order full copies of the standards, please contact ISA and ANSI (see *References*).

Reasons to prune

- Reduce potential hazards
- Safety and security
- Provide clearance for pedestrians, vehicles, and buildings
- Reduce future maintenance costs
- Improve aesthetic appeal
- Create strong structure
- Influence flowering or fruiting

Prohibited practices

A. No more than 25% of a healthy tree's foliage should be removed in one growing season. This reduces the ability of a tree to photosynthesize and creates unnecessary stress.

B. The practice of removing two-thirds of the foliage on a given branch (known as **lions-tailing**) is not acceptable. This changes the structural dynamics of a tree, which can lead to branch failure. Also, it opens the tree up to sunscald and reduces the number of leaves making and storing energy. If the goal is to increase light through and under the canopy, selectively thinning tree branches is a better technique than lions-tailing.

C. It is important to selectively remove branches throughout the tree—not just at the bottom. Removing branches at the bottom when it is unnecessary is sometimes called **limbing up**. This can cause a tall spindly tree to form, and it can also reduce trunk flare and reduction of girth of the tree. These lower branches help keep the vigor in the lower portion and not just in the tips. This is especially important in conifers.

D. Topping is not permitted. Avoid heading cuts whenever possible since it is better to prune back to a significant lateral branch that is at least one-third the size of the main branch. These cuts can stimulate the growth of weakly attached branches, which are not attractive and require immediate and ongoing maintenance.

E. Do not leave stubs on a tree after pruning. Likewise, no cuts can extend into the branch collar of the tree. Cutting back to an intact branch collar allows a tree to compartmentalize the wound and block disease and pests.

F. Do not prune above the designated street (14 feet) and sidewalk (8 feet) clearances without a permit from the Department of Public Works.

G. Do not apply any maintenance related activity such as excessive pruning, mechanical damage, girdling of limbs, trunk or roots that could result in the death of a tree or severe injury.

NOTE: Exceptions may be allowed under emergency or special conditions. Apply to the Department of Public Works, Bureau of Urban Forestry for permit exemptions to prohibited practices.

Young Tree Pruning

All qualified arborists working on public trees must understand and apply ISA and ANSI guidelines for pruning.

A. Wait one year after planting to remove branches unless they are dead, dying or broken.

B. At least one half of a tree's foliage should be on branches in the lower two thirds of a tree.

C. Training young trees will improve their health, structure, safety and longevity. Properly pruning trees will encourage trunk taper, early rapid growth and good selection of permanent main branches. Street trees need to meet the required clearances of 14 feet above the street and 8 feet above the sidewalk.

D. Five principles for pruning young trees come from "Training Young Trees for Structure and Form" by Larry Costello. In addition, *An Illustrated Guide to Pruning* by Edward F. Gilman has good drawings and examples.

1) Remove broken, diseased, dying or dead branches.
2) Select a main leader and remove competing leaders.
3) Select the lowest permanent branch or lowest scaffold branch.
4) Select scaffold branches and cut back or remove competing branches.
5) Select temporary branches below the lowest permanent branch.

Mature Tree Pruning

All qualified arborists working on public trees must understand and apply ISA and ANSI guidelines for pruning.

A. In San Francisco, street tree branches shall be 14 feet above the street and 8 feet above the sidewalk.

B. Large mature trees are demanding to prune and sensitive to disturbances, thus they should be minimally pruned. Removing deadwood and diseased branches is reasonable and responsible.

C. Climbing techniques shall not injure the tree. No climbing hooks or spurs are permitted.

D. Mature tree pruning includes the following pruning techniques, which are described in the ISA and ANSI standards

- Crown Cleaning
- Crown Thinning
- Crown Raising
- Crown Reduction
- Crown Restoration
- Utility Pruning

Stressed Tree Pruning

A. Young stressed or sickly trees shall be minimally pruned or not cut at all.

B. Stressed trees of any age or size should be minimally pruned to prevent additional stress to the tree.

C. Crown thinning, reduction and restoration can be used on mature trees that have been neglected if it is thought that pruning will contribute to improved health or structure.

D. Once all immediate hazards in a tree have been addressed, reserve any further pruning until deadwood appears, which can occur several years after an event that injures or damages a tree.

Best Pruning Times

A. Prune to remove dead, dying, diseased or broken branches at any time of year.

B. Pruning when trees are dormant minimizes stress, pest and disease infection. Generally the best time to prune trees is prior to bud break in the spring. The most detrimental time to prune is the period of rapid twig and leaf growth that follows initial bud break since it drains the tree of valuable energy reserves when they are most needed. In San Francisco, dormancy varies by tree species and neighborhood microclimate. Deciduous and evergreen trees are generally dormant from December to February. However, many California natives are dormant in summer.

From the *City of Palo Alto, Tree Technical Manual* (2001):

- Pine (*Pinus spp.*) or Elm (*Ulmus spp.*): Do not prune May-October.
- All species: Do not prune during the flush of spring shoot growth.
- Trees with thin bark: Do not prune during summer when sun scald injury may occur.
- Deciduous trees (leafless in winter): Best pruned November-February.
- Hazardous trees of any species may be pruned any time of the year for abatement reasons.

C. Check with the University of California Cooperative Extension Office about diseases affecting your particular species of tree.

Grid pruning [comprehensive plan?]

There is a need for systematic pruning during the first 30 years of a tree's life. This formative pruning will improve structure, reduce hazards and save money in the long-term. Establishing good structure and form in young trees will prevent future hazards and liability. Common problems like included crotches and multiple leaders are easy to correct in young trees, but difficult to fix in larger older trees. Furthermore, consistent pruning saves labor and money by reducing the destruction of property due to tree failure, high pruning costs to remove large limbs, and liability. Meanwhile, it increases the lifespan of trees, thereby reducing removal, planting and establishment costs.

In the arboricultural industry, systematic pruning on a citywide scale is often referred to as **grid pruning**. The San Francisco Urban Forest Council recommended a 3-year

pruning cycle for DPW maintained street trees in the **Street Action Plan** along with funding options. Do we need to specify the pruning regime?

Taking into account different tree species, what is the ideal pruning cycle? Todd's example:

Planting – crown cleaning – dead diseased dying
Year 3 – corrective, structural pruning and standard pruning
Year 8 – corrective structural pruning and standard pruning
Year 13 – etc. etc. etc.

References

International Society of Arboriculture
P.O. Box 3129, Champaign, IL 61826
isa@isa-arbor.com
http://www.isa-arbor.com/
http://secure.isa-arbor.com/store/

Publication title: ISA Best Management Practices 2002
SKU: P1314 $7.00

Publication title: Tree-Pruning Guidelines 1995
Hard copy not available for purchase

American National Standards Institute
1819 L Street, NW Suite 600
Washington, DC 20036
(202) 293-8020
http://www.ansi.org/

Publication title: ANSI A300 (Part 1)-2001: Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices (revision and redesignation of ANSI A300-1995) (includes supplements)

Additional Resources

An Illustrated Guide to Pruning by Edward F. Gilman
Arboriculture: Integrated Management of Landscape Trees, Shrubs and Vines by Richard W. Harris, James R. Clark, and Nelda P. Matheny.
How to Prune Fruit Trees by R. Sanford Martin
Training Young Trees for Form and Structure by Larry Costello

Contact information

Department of Public Works, Bureau of Urban Forestry
(415) 554-6700
http://www.sfgov.org/sfdpw/trees

Department of the Environment
(415) 355-3700
http://www.sfenvironment.com/

University of California Cooperative Extension
San Mateo-San Francisco Counties
(650) 726-9059
http://cesanmateo.ucdavis.edu/

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

City and County of San Francisco
Urban Forest Council

Planning and Policy Committee

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MINUTES OF REGULAR MEETING
Thursday, October 20, 2005, 4:00 p.m.
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

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#2
10/20/05

The October 20, 2005 Regular Meeting of the Urban Forest Council's Planning and Policy Committee was cancelled due to a lack of quorum.

Respectfully submitted by,

Monica Fish, Council Secretary

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

SF Environment

GAVIN NEWSOM, MAYOR
JARED BLUMENFELD, DIRECTOR

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11/17/05

City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Regular Meeting Notice and Agenda

Thursday, November 17, 2005, 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

Order of Business

1. **CALL TO ORDER AND ROLL CALL**
2. **ACTION**: Adoption of minutes of the July 11, 2005 Special Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the July 11, 2005 Special Meeting)
3. **DISCUSSION**: City Pruning Standards: Committee members will review pruning standards for City and County of San Francisco workers and managers and may recommend guidelines to the full Urban Forest Council (Explanatory document: City Pruning Standards 3.doc).
4. **DISCUSSION**: Comprehensive Urban Forest Plan. Committee members will discuss Dr.Jim Clark's latest draft of the Comprehensive Plan (Explanatory document: Urban Forest Plan-draft-Nov05.doc).
5. **DISCUSSION**: New Business

11 Grove Street, San Francisco, California 94102
www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

6. FUTURE AGENDA ITEMS

7. PUBLIC COMMENT: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. ADJOURNMENT

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For

more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

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TEL: (415) 355-3709

Posted: November 9, 2005

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: November 17, 2005 **ITEM NO. 3**

URBAN FOREST COUNCIL
Planning and Policy Committee
AGENDA PACKET CONTENTS LIST*

☒ City Pruning Standards 3

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***This list reflects the explanatory documents provided.**

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www.sfenvironment.com
Telephone (415) 355-3709 Fax 554-6393 E-mail: SFUrbanForestCouncil@sfgov.org

City and County of San Francisco
Urban Forest Council
Tree Pruning Standards for
City Agencies, Contractors and Private Industry
November 2005

Introduction

This document provides basic standards for tree care and maintenance within the City and County of San Francisco. It highlights key concepts from guidelines developed by the International Society of Arboriculture (ISA) and American National Standards Institute (ANSI) respectively. The rationale for applying certain practices while avoiding others is based on current arboricultural knowledge (see *References*). While these standards apply to City and County of San Francisco government employees and managers, contractors, and private green industry employees working on public trees, they also generally provide a sound basis for the care of privately owned trees.

Foundation for standards

The City of San Francisco recognizes the following benchmark standards for tree pruning and maintenance:

1. American National Standards Institute (ANSI) A300 Pruning Standards, ANSI Z133.1 Safety Standards
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3. ISA Best Management Practices Tree Pruning

Occupational health and safety standards in the workplace should be observed at all times. City arborists, managers, related personnel and contractors are requested to retain and use copies of the above publications. To order full copies of the standards, please contact ISA and ANSI (see *References*).

Reasons to prune

- Create strong structure
- Improve aesthetic appeal
- Provide clearance for pedestrians, vehicles, and buildings
- Influence flowering or fruiting
- Safety and security
- Reduce potential hazards
- Reduce future maintenance costs
- Prevent or repair tree damage
- Provide early training, which can increase the longevity of a tree and decrease problems as the tree grows larger
- Proper pruning can reduce risk of damage from insects and disease, whereas improper pruning can increase the risk

Prohibited practices

A. No more than 25% of a healthy tree's foliage should be removed in one growing season. This reduces the ability of a tree to photosynthesize and creates unnecessary stress.

B. The practice of removing two-thirds of the foliage on a given branch (known as **lions-tailing**) is not acceptable. This changes the structural dynamics of a tree, which can lead to branch failure. Also, it opens the tree up to sunscald and reduces the number of leaves making and storing energy. If the goal is to increase light through and under the canopy, selectively thinning tree branches is a better technique than lions-tailing.

C. It is important to selectively remove branches throughout the tree not just the lower branches. Removing branches from the lower portion of the tree when it is unnecessary is sometimes called **limbing up**. This can cause a tall spindly tree to form, and it can also reduce trunk flare and reduction of girth of the tree. Lower branches help keep the vigor in the lower portion and not just in the tips. This is especially important in conifers.

D. Topping is not permitted. Avoid heading cuts whenever possible since it is better to prune back to a significant lateral branch that is at least one-third the size of the main branch. These cuts can stimulate the growth of weakly attached branches, which are not attractive and require immediate and ongoing maintenance.

E. Do not leave stubs on a tree after pruning. Likewise, avoid flush cuts that remove or extend into the branch collar of the tree. Cutting back to an intact branch collar allows a tree to compartmentalize the wound and block disease and pests.

F. Do not prune above the designated street (14 feet) and sidewalk (8 feet) clearances for street trees.

G. Do not apply any maintenance related activity such as excessive pruning, mechanical damage, girdling of limbs, trunk or roots that could result in the death of a tree or severe injury.

H. Do not apply wound dressings or paint.

NOTE: Exceptions may be allowed under emergency or special conditions.

Young Tree Pruning

All qualified arborists working on public trees must understand and apply ISA and ANSI guidelines for pruning.

A. Wait 12 to 18 months after planting to remove branches unless they are dead, dying or broken.

B. At least one half of a tree's foliage should be on branches in the lower two thirds of a tree until the trunk caliper is thick enough and the tree is well rooted.

C. Training young trees will improve their health, structure, safety and longevity. Properly pruning trees will encourage trunk taper, early rapid growth and good selection of permanent main branches. When young street trees mature, they will need to meet the required clearances of 14 feet above the street and 8 feet above the sidewalk.

D. Five principles for pruning young trees come from "Training Young Trees for Structure and Form" by Larry Costello. In addition, *An Illustrated Guide to Pruning* by Edward F. Gilman has good drawings and examples.

1) Remove broken, diseased, dying or dead branches.
2) Select a main leader and remove competing leaders.
3) Select the lowest permanent branch or lowest scaffold branch.
4) Select scaffold branches and cut back or remove competing branches.
5) Select temporary branches below the lowest permanent branch.

Mature Tree Pruning

All qualified arborists working on public trees must understand and apply ISA and ANSI guidelines for pruning.

A. In San Francisco, mature street tree branches must be 14 feet above the street and 8 feet above the sidewalk.

B. Large mature trees are demanding to prune and sensitive to disturbances, thus they should be minimally pruned. Removing deadwood and diseased branches is reasonable and responsible.

C. Climbing techniques must not injure the tree. No climbing hooks or spurs are permitted.

D. Mature tree pruning includes the following pruning techniques, which are described in the ISA and ANSI standards

- Crown Cleaning
- Crown Thinning
- Crown Raising
- Crown Reduction
- Crown Restoration
- Utility Pruning

Stressed Tree Pruning

A. Young stressed or sickly trees should be minimally pruned or not cut at all.

B. Stressed trees of any age or size should be minimally pruned to prevent additional stress to the tree.

C. Crown thinning, reduction and restoration can be used on mature trees that have been neglected if it is thought that pruning will contribute to improved health or structure.

D. Once all immediate hazards in a tree have been addressed, reserve any further pruning until deadwood appears, which can occur several years after an event that injures or damages a tree.

Best Pruning Times

A. Prune to remove dead, dying, diseased or broken branches at any time of year.

B. Pruning when trees are dormant minimizes stress along with pest and disease infection. Generally the best time to prune trees is prior to bud break in the spring. The most detrimental time to prune is the period of rapid twig and leaf growth that follows initial bud break since it drains the tree of valuable energy reserves when they are most needed. *However, it is not always possible to prune when a tree is dormant.* In that situation, a light to moderate pruning can be done in our mild climate.

In San Francisco, dormancy varies by tree species and neighborhood microclimate. Deciduous and evergreen trees are generally dormant from December to February. However, some California natives are dormant in summer.

Black walnut (*Juglans californica* var. *hindsii*): Prune in December.

Conifers: Generally, new branches do not sprout back on old wood. The top branches are strong and lower branches are weak. Take care not to remove many lower branches since this will result in a less stable structure.

Canary Island palm (*Phoenix canariensis*): To prevent the spread of fungal disease (fusarium wilt), use sanitary pruning methods. Clean and sterilize hand tools between pruning each palm tree.

California lilac shrubs and small trees (*Ceanothus spp.*): Prune after spring, summer, and intermittent blooms. Prune lightly as these trees and shrubs are very reactive, evergreen, and short lived. Limit thinning to 15% of the existing canopy and avoid large cuts.

Coast live oak (*Quercus agrifolia*): The pruning time for this evergreen tree is crucial—late summer to early fall before the rainy season. Spring pruning can spread powdery mildew fungus, which causes witches broom, a condition where many twigs are densely clustered together in a mass of shoots that resemble a broom.

Monterey pine (*Pinus radiata*): Prune during winter months when insects that spread the pitch pine canker fungus are less active. Sterilize your tools between pruning and limit the amount of foliage removed.

Pines (*Pinus spp.*): Pine trees are susceptible to bark beetle infestation (family *Scolytidae*). To prevent attracting bark beetles to fresh cuts, do not prune during spring and summer months (DPW) or February-October (UC IPM web site). Prune and properly dispose of bark beetle infested branches. If the main trunk of a tree is severely infested, it needs to be removed.

Sudden oak death (*Phytophthora ramorum*): This pathogen affects many tree and shrubs species. In San Francisco the host species of concern are Coast Live Oak (*Quercus agrifolia*), rhododendron (*Rhododendron spp.*), California buckeye (*Aesculus californica*), big-leaf maple (*Acer macrophyllum*), toyon (*Heteromeles arbutifolia*), and manzanita (*Arctostaphylos spp.*). Avoid pruning during the winter and spring to reduce the risk of spreading the pathogen. If possible, schedule pruning during the drier months of June to October.

Toyon (*Heteromeles arbutifolia*): Prune after berries appear in late winter. This is a native evergreen with great form.

From the *City of Palo Alto, Tree Technical Manual* (2001):

- Pine (*Pinus spp.*) or Elm (*Ulmus spp.*): Do not prune May-October.

- All species: Do not prune during the flush of spring shoot growth.
- Trees with thin bark: Do not prune during summer when sun scald injury may occur.
- Deciduous trees (leafless in winter): Best pruned November-February.
- Hazardous trees of any species may be pruned any time of the year for abatement reasons.

C. Check with the University of California Cooperative Extension Office about diseases affecting your particular species of tree (see *Contact Information*).

Grid pruning

There is a need for systematic pruning during the first 30 years of a tree's life. This formative pruning will improve structure, reduce hazards and save money in the long-term. Establishing good structure and form in young trees will prevent future hazards and liability. Common problems like included crotches and multiple leaders are easy to correct in young trees, but difficult to fix in larger older trees. Furthermore, consistent pruning saves labor and money by reducing the destruction of property due to tree failure, high pruning costs to remove large limbs, and liability. Meanwhile, it increases the lifespan of trees, thereby reducing removal, planting and establishment costs.

Systematic pruning on a citywide scale is often referred to as grid pruning. The San Francisco Urban Forest Council recommended a 3-year pruning cycle for DPW maintained street trees in the **Street Action Plan** along with funding options.

References

American National Standards Institute
1819 L Street, NW Suite 600
Washington, DC 20036
(202) 293-8020
http://www.ansi.org/

Publication title: *ANSI A300 (Part 1)-2001: Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices (revision and redesignation of ANSI A300-1995) (includes supplements)*

International Society of Arboriculture
P.O. Box 3129, Champaign, IL 61826
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http://www.isa-arbor.com/
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Publication title: *ISA Best Management Practices 2002*
SKU: P1314 $7.00

Publication title: *Tree-Pruning Guidelines 1995*
Hard copy not available for purchase

- *City of Berkeley Tree Pruning Standards*
- *City of Palo Alto Tree Technical Manual* by David Dockter
- *An Illustrated Guide to Pruning* by Edward F. Gilman
- *Arboriculture: Integrated Management of Landscape Trees, Shrubs and Vines* by Richard W. Harris, James R. Clark, and Nelda P. Matheny.
- *How to Prune Fruit Trees* by R. Sanford Martin
- *Training Young Trees for Form and Structure* by Larry Costello

Contact information

Department of Public Works, Bureau of Urban Forestry
(415) 554-6700
http://www.sfgov.org/sfdpw/trees

Department of the Environment
(415) 355-3700
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University of California Cooperative Extension
San Mateo-San Francisco Counties
(650) 726-9059
http://cesanmateo.ucdavis.edu/

Grid

- How would your sweat equity plan work with a nonprofit owned residential building? Which may not readily have people available to assist during the installation.
- Capacity: Why should we believe that you are able to implement this grant while you are currently working on another SFE grant?
- GRIS stated that it would:
    - Provide local C-10 solar contractors with a network of skilled laborers…
    - Provide volunteers with networking/ job placement opportunities…
    - Do you have any examples where claims such as this have taken place in a community that you have installed solar in the past?

- How many rebates have you helped to secure? $ Amount?
- Do you have experience with SF city permitting? How much solar has GRID installed in San Francisco?
- Will the installations carry some type of warranty? How much and for what length of time?

Advocates

- Please describe how do you plan to evaluate the effectiveness of your program?
    - Will you provide any follow up visits?
- Please describe in detail how your partnership with 100% CPI will work
    - (Opinion) Organizational duties need further clarification
-

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

MEETING DATE: November 17, 2005 **ITEM NO. 4**

URBAN FOREST COUNCIL
Planning and Policy Committee
AGENDA PACKET CONTENTS LIST*

☒ Urban Forest Plan-draft November 5

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***This list reflects the explanatory documents provided.**

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Urban Forest Plan -- DRAFT

City & County of San Francisco

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November 2005

EXECUTIVE SUMMARY
San Francisco Urban Forest Plan
November 2005

People appreciate and enjoy San Francisco's 668,000. Few trees in this unique urban forest arose naturally; almost all were planted. The framework of this forest was established during an intense burst of tree planting that occurred in the late 1800s and early 1900s. City government, the Army, citizens, and real estate developers all took part, planting trees by the thousands. But since the 1920s, the rate of tree planting declined rapidly. Since that time, planting of new trees has not kept pace with losses due to old age, disease, storms, civic improvement, and development

While the City's urban forest creates a desirable, enjoyable place to live, its trees also perform important environmental functions such as removing 287 tons of atmospheric pollutants and 5,100 tons of carbon each year. The urban forest provides an important social benefit, restoring the mental fatigue suffered by its residents and visitors.

San Francisco's urban forest is owned and managed by a diverse mix of City, state and federal agencies and private ownership. On most City streets, the property owner and City share responsibility for trees. There has been little coordination in the care of trees among the parks, golf courses, communities and streets that form the bulk of the forest. The City's Urban Forest Council, composed of citizens and professionals, recognizes that action must be taken to arrest the decline in the size of the urban forest, to re-gain lost ground and to re-kindle the spirit of tree planting that occurred 100 years ago.

To than end, the Council has prepared an Urban Forest Plan, which reviews the creation of San Francisco's urban forest, analyzes the structure and functional benefits of the forests, and identifies the challenges that threaten its future. Designed to provide a road map for policy-makers and implementers, the Plan identifies five goals, critical to maximizing the value of the forest to all San Franciscans:

1. Nurture and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Within these five goals are a diverse group of specific action items. The Council identified 9 as having the highest, most immediate priority:

- Develop a set of standards and best management practices for tree selection, purchase, installation and care. Ensure that all City departments and projects employ the standards.
- Protect existing trees from/during development. Develop legislative tools and public policies that protect existing trees, on public and private property. Provide for effective and consistent enforcement.
- Establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- Institute a more aggressive reforestation program in City parks. There is no time to be lost.

- Pursue and secure funding from public and semi-public sources for planting and maintenance.
- Establish one or more city-wide goals for the urban forest. Either one street tree for every 5 residents or raising the canopy coverage to 15%.
- Update the list of recommended trees.
- Engage underserved areas and initiate tree planting. Work with Supervisors, community leaders and other groups. Focus on the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- Engage the SF Unified School District and associated PFA groups at local schools to develop a tree planting programs.

The Council believes that these goals are strongly related, one cannot simply be eliminated or ignored. All are critical to the future of San Francisco's urban forest. When implemented, the City will have more trees, a larger urban forest, in better health, more evenly distributed and providing a greater level of benefits.

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San Francisco Urban Forest Plan
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"San Francisco's urban forest is comprised of all the trees and other vegetation found within city limits, a collected greenscape that provides environmental, economic, and social benefits for today and into the future."

San Francisco Urban Forest Council, 200?

I. Introduction

Thousands of trees comprise San Francisco's urban forest. It is easy to acknowledge that Golden Gate Park and Stern Grove are part of the urban forest. But what about the trees in the middle of Van Ness Avenue? Yerba Buena Gardens? The eucalyptus groves at the Presidio? The stands of Monterey cypress that line the Olympic Club's golf courses? The palm trees that define the Embarcadero? The cherry trees in a backyard? All are part of San Francisco's urban forest.

Few of these trees are naturally occurring. Almost all were planted by entrepreneurs, the military and citizens who recognized that San Francisco would be a better place if trees filled its parks and lined its streets. By planting trees, San Francisco would become a more livable, enjoyable city.

San Francisco's urban forest plays three major roles in the character of the City. First, it is part of the basic fabric of San Francisco. Without that forest, the City would be less welcoming, less inviting and less conducive to a good quality of life. What would San Francisco be like without Golden Gate Park? The trees along the streets and in parks are as much as part of the City's infrastructure as the streets themselves.

Second, the urban forest provides important economic and environmental benefits to the property owners and the community. It creates an environment where people can escape the intensity of urban life and be restored. The City of San Francisco formally acknowledged the importance of the urban forest when Mayor Gavin Newsom signed the United Nations Environmental Accords in June 2005.

Third, outdoor recreation is intimately connected to the experience of the City's urban forest. There is growing evidence that the experience of nature in urban areas is restorative, reducing mental fatigue. This experience is directly associated with human health and well-being. The need for the experience of nature and its power of restoration is absolutely critical as over 80% of Americans now live in cities.

We are now the stewards of the urban forest created by our forefathers and foremothers. It is our responsibility to ensure the sustainability of this resource. As we reap the benefits sown by others, we must plan and create the forest that future generations will enjoy. We cannot be complacent about this responsibility. Sustaining the urban forest requires commitment and action.

San Francisco's urban forest was created in a relatively brief period of intense tree planting that occurred almost 100 years ago. The mature trees of Golden Gate Park, the Presidio and other greenspaces were planted. But the forest has been shrinking in size since then. New planting has not kept pace. Trees that have died due to old age and disease have not been replaced. Planting in parks has not kept up with the losses. Trees on private lands have been removed during development. Trees along the street are removed but not always replaced.

The shrinking of San Francisco's urban forest must be halted and the trend reversed. Now is the critical time to reinvest in the urban forest. More trees are needed in more communities throughout the City. Existing trees need better care. Large stands of trees must be conserved and reforested.

No single owner or agency can reverse the loss of the urban forest. The work of planting and maintaining must be shared by many. In order to provide a framework for that effort, San Francisco's Urban Forest Council has taken a lead role. The Council believes that an **Urban Forest Plan** would guide the continued enhancement and evolution of the City's trees and green spaces.

The Plan is the result of a long history of concern for the City's urban forest. In 1992, Friends of the Urban Forest produced *The State of the Urban Forest*, a document that identified several key needs for the urban forest. A second *State of the Urban Forest* report was prepared in 2001. One of the key findings and recommendations was the need for coordinated effort among city department and agencies in managing the urban forest. In 2002, the City created the Urban Forest Council, a group of citizens assembled to advise city government, through the Department of the Environment, on how best to care for the urban forest.

In 1997, *The Sustainability Plan for the City of San Francisco* was prepared. This plan identified areas that where resource depletion could be halted and resource restoration achieved. It wove together environmental, economic and social concerns, recognizing that, recognizing that a sustainable city required all three.

One of the *Plan's* main topics was **Parks, Open Spaces and Streetscapes**. In addition to filling the traditional roles of recreation and habitat, the *Sustainability Plan* noted that parks and open spaces were part of the "social fabric of the community and....a critical element in the economic development of the city." It recognized that these spaces must be created and maintained. Parks and open spaces do not arise spontaneously, they result from good planning and implementation. The recommendations for this section focused on creating new parks and open space, available to everyone in the City; enhancing existing streetscapes; and fostering planting of trees on private land. The *Sustainability Plan* also noted that increased funding and public participation were necessary to meet the goals.

The Urban Forest Council hopes to take the findings and recommendations of the *State of the Urban Forest* and *Sustainability Plan* to the next logical step: creating a standard reference document that defines policies and procedures for urban forestry management in San Francisco. This Urban Forest Plan will serve many users, ranging from city departments, non-profit organizations to private companies that manage San Francisco's trees. Segments of the Urban Forest Plan will provide the City's Planning Department with conforming amendments to the General Plan.

Four key statements are fundamental to forming the Plan:

- San Francisco's urban forest is comprised of all the trees and other woody vegetation found within city limits, and is located on a mosaic of public and privately owned land. Many of the large-scale plantings are mature in character and have a limited life-span.

- San Francisco's urban forest provides important economic, environmental and social benefits to the City's residents, visitors, neighborhoods, and businesses.

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- San Francisco's urban forest requires active management. A passive approach of letting trees grow without care will ultimately doom the City's forest to deterioration. Sustaining the urban forest will involve the coordinated efforts of city agencies, non-government organizations, businesses and individuals.

- San Francisco's urban forest is as much a part of the City's infrastructure as roads, bridges and tunnels. As such, the urban forest must be considered at all stages of planning and development.

The geographic breadth of the Urban Forest Plan will mirror the Scope of Authority granted to the Urban Forest Council in legislation Article 21 and will be limited to the territorial boundaries of the City and County of San Francisco. To effectively address the whole of the urban forest, the Plan will address trees on both private (including residential backyards) and public property, as well as in parks and other large open spaces. The Plan will support, and not conflict with, efforts of organizations such as the Presidio Trust, University of California – San Francisco, and the Olympic Club in developing management plans specific to the their forests.

The scope of the Plan will be focused on trees, but policy recommendations will be informed by, and considered in relation to, the larger ecological context including wildlife management, air, water systems as well as other woody vegetation (e.g. shrubs and median strip plantings).

This Urban Forest Plan is divided into four sections. The first provides a historical overview of the urban forest. The second describes the urban forest; its species composition, distribution and structure. This section also identifies the environmental benefits provided by the forest as a whole. It also focuses on the City's street tree population, analyzing both the costs associated with their installation and care, and the benefits provided by their presence.

The third section, using existing policies and roles of various entities that manage it, identifies five goals:

1. Nurture and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

In brief, these goals strive to take care of existing trees, plant new ones in needy areas, translate a love for San Francisco's trees into action, develop consistency of care and management and provide adequate, stable funding.

The final section identifies specific actions needed to implement the goals. In so doing, the City agency responsible to develop and implement the recommendations are identified.

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Table 1. Owners and managers of significant portions of San Francisco's urban forest.

City and County of San Francisco Agencies	
Bureau of Urban Forestry Department of Public Works	Implements Urban Forestry Ordinance (Article 16) of Public Works Code: street trees, landscaped medians, sidewalk repair, education & outreach. Works in conjunction with Friends of the Urban Forest in planting new trees.
Recreation & Parks Department	Manages 3,000 acres, an estimated 100,000 trees, in parks, open space, golf courses, and watersheds. Sites include Golden Gate Park, Gleneagles & Harding Park golf courses, and Stern Grove.
SF Housing Authority	Responsible for trees within public housing.
SF Municipal Railway (MUNI)	Responsible for trees that may encroach on overhead conductors, through State of California General Order 95.
Port of San Francisco	Responsible for trees and woody vegetation within its facilities.
San Francisco International Airport	Responsible for trees and woody vegetation within its facilities.
SF Unified School District	Responsible for trees within school facilities.
State Agencies	
University of California, San Francisco	Responsible for trees and woody vegetation within its facilities including the Mount Sutro Open Space Reserve.
San Francisco State University	Responsible for trees and woody vegetation within its facilities.
Federal Agencies	
U.S. Department of the Interior National Park Service	Golden Gate National Recreation Area (GGNRA). Responsible for coastal sections of the Presidio as well as Fort Mason, Lands End and Fort Funston.
The Presidio Trust	A public-private partnership responsible for the management of the Presidio's forest.
Private Properties	
The Presidio Trust	Responsible for trees and woody vegetation within its facilities.
The Olympic Club	Responsible for trees and woody vegetation within its facilities.
The San Francisco Golf Club	Responsible for trees and woody vegetation within its facilities.
Laguna Honda Hospital	Responsible for trees and woody vegetation within its facilities.

II. The Origins of San Francisco's Urban Forest

No forest existed prior to the settling of the city. The photographs and written records from that time illustrate an utter lack of trees. Towards the Pacific Ocean, one saw vast dunes of sand, moving under the constant wind. While there were oaks and willows along creeks, San Francisco's urban forest had with little or nothing in the way of native tree resource. The starting point for the urban forest was a treeless expanse of shrubs and low-growing plants.

The City's urban forest arose from a brief but intense period of afforestation, i.e., creating forests on land that did not have tree cover. This period of planting, on public and private property begin in the late 1800s and was essentially complete by 1925. Since that time, the public agencies and private landowners of the larger parcels of forest have enjoyed the benefits of those early tree planting efforts. Yerba Buena Gardens, Crissy Field, Justin Herman Plaza and the Embarcadero are relatively recent additions to the forest.

In the late 1860s, the City began reserving land for parks with Hill Park (now Buena Vista) as the first parcel. By the 1870s, the vision of Golden Gate Park as a public pleasure ground was taking shape with the initial planting of trees taking place in 1872. Stern Grove had its origins about the same time, as the Greene family planted eucalyptus trees throughout the property. Private enterprise was establishing what would eventually become places like McLaren and Glen Parks.

It was also during this period that the Army, occupants of the northwest corner of the city, created what we now know as the Presidio. Houses were built with the doors on the leeward side, better to limit the amount of sand that blew in. By the end of 1892, some 350,000 trees had been planted. About the same time, Adolph Sutro was making plans to establish areas of timber-production in the city, installing thousands of seedlings on Mount Parnassus (now Mount Sutro).

Early in the 1900s, several important golf courses including the Olympic Club, the San Francisco Golf Club, the California Club and Harding Park were established in the southwest section of the city. Within each course, thousands of trees were planted during construction.

The City's network of streets was established by the early 1900s. Yet the idea of having trees along city streets was not implemented until 1955 when a program of planting and care was established. In recent years, the City's Department of Public Works has teamed with non-profit organizations such as the Friends of the Urban Forest to plant new trees along streets.

More than a century after the first trees were installed, the framework of San Francisco's urban forest is still based on these initial plantings. At this time, the urban forest is owned and managed by a mix of public agencies and private groups (Table 1, Figure 1). At least a dozen City departments have some responsibility for trees and their care. Many agencies are independent of City and County government. They include local organizations such as the School District as well as state and federal agencies. A large number of trees are located on provide property.

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The fact that many owners care for the urban forest presents a significant challenge to long-term management. Organization priorities and missions vary widely. State and federal agencies are exempt from City tree ordinances. There is, however, a compelling need for cooperative effort and clarity of purpose. All who own and manage the City's urban forest would agree that it is an asset to the community. The challenge of agreeing to a comprehensive vision for the resource is a critical one, central to the success of any plan.

The origin of the City's urban forest can be traced to a single burst of public and private tree planting during a 50 year period, almost a century ago. Trees do not live forever. Unless the existing trees receive continued care, they will age and die at an increasing rate. The urban forest will become smaller. Nature will not replace these losses. New parks, street tree plantings, and greenspaces must be established to ensure the urban forest benefits all San Franciscans.

III. The Structure and Function of the Urban Forest

Most San Franciscans readily acknowledge that the urban forest makes the City a nicer place to live. They appreciate the beauty of parks, gardens and the trees along city streets. Yet those responsible for caring for this forest might say that it is taken for granted. Citizens know it is out there and we assume that someone is looking after it.

The fact is, from a city-wide point of view, managers have lacked any specific knowledge of how many trees exist and where they are located. We have been even less aware of the functions the urban forest performs.

The Nature of the Urban Forest

In 2004, the San Francisco Urban Forest Council invited a research team from the United States Department of Agriculture Forest Service to study the City's urban forest. The team's report, issued in early 2005[1], was the first comprehensive analysis of San Francisco's urban forest, i.e., all of the trees growing within the city limits[2].

San Francisco has no native tree resources. The species that comprise the urban forest are almost exclusively alien, i.e., not native to the City. The USDA Forest Service reported that there are 668,000 trees represented by over 100 different species in San Francisco. Tasmanian blue gum is the most common type of tree with over 100,000 trees present. Monterey pine (56,000), Monterey cypress (25,000), and glossy privet (21,000) are also common. Five species of the genus *Pittosporum* comprise another 85,000. The first three species dominate the city's large greenspaces such as the Presidio, Mount Sutro and Golden Gate Park. Karo (*Pittosporum crassifolium*) and Chinese privet (*Ligustrum lucidum*) are commonly found as street and landscape trees.

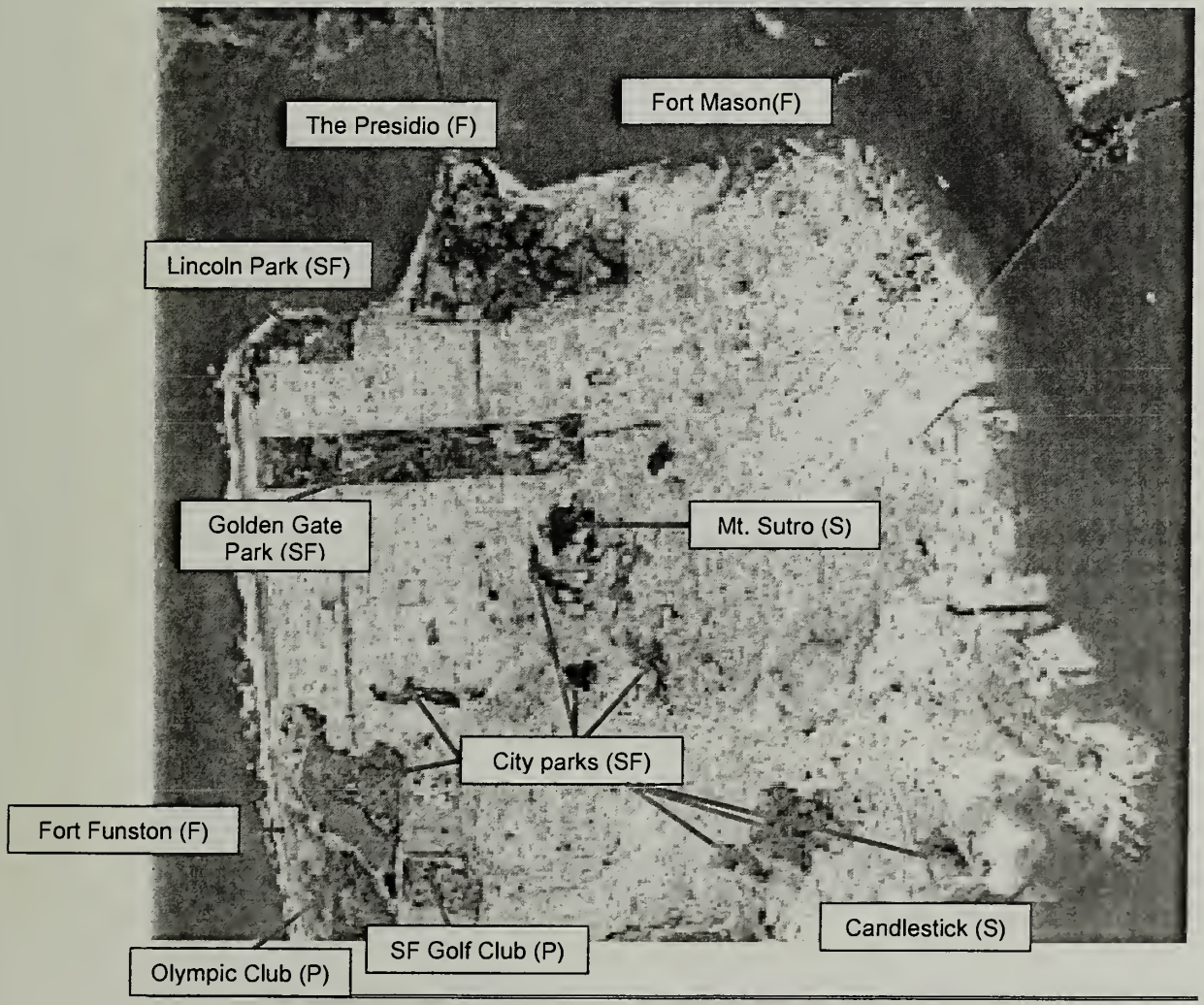
Almost half (43%) of San Francisco's land area is covered by streets, sidewalks and other forms of pavement (Figure 1). Another 26% is occupied by buildings. The urban forest canopy covers approximately 12% of the City. This compares to 5% in Los Angeles, 27% in New York City, 28% in Chicago and 34% in Seattle.

[1] USDA Forest Service. February 2005 (draft). Assessing Urban Forest Effects & Values. USDA Forest Service. Northeastern Research Station. Syracuse NY. General Technical Report. 22pp.

[2] For a detailed discussion of the methods and models used in the study, refer to the following paper: http://www.fs.fed.us/ne/syracuse/Pubs/Downloads/gtrne290.pdf.

Figure 1. Important parcels of urban forest.

San Francisco	Buena Vista Park
	Crocker Amazon Playground
	Glen Park
	Gleneagles Golf Course
	Golden Gate Park
	Harding Park
	Lincoln Park
	McClaren Park
	Stern Grove/Pine Lake Park
	Zoo
Federal	Fort Funston
	Fort Mason
	The Presidio
Private	The Olympic Club (golf course)
	San Francisco Golf Club (golf course)
State	Candlestick Point Recreation Area
	Mount Sutro (Univ. California)



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The USDA Forest Service described and quantified some functions of the urban forest. For example, urban forests provide habitat for wildlife. Birds, butterflies and insects may be the most visible indicators of this function. Yet we know that even an area as urban as San Francisco is home to mammals such as coyote, fox and skunk. In addition, a wide range of reptiles and amphibians are present.

As the trees in the urban forest grow, they remove contaminants from the atmosphere. Each year, over 287 tons of ozone, particulates, nitrous oxides, sulfur dioxide and carbon monoxide are taken out of the air by the action of the urban forest. The value of this environmental benefit is $1.3 million per year. In addition, San Francisco's trees remove 5,100 tons of carbon from the atmosphere and store approximately 194,000 tons as biomass.

As importantly, there is clear scientific evidence from other cities about the value of urban forests to the social well-being of residents. The simple presence of forests, trees and other vegetation helps people recover from mental fatigue, leading to a reduction in socially unacceptable behavior and crime.

Each year, trees are planted and removed. To maintain the current 668,000 trees, planting and natural regeneration must keep pace with removal. The Forest Service estimates that a 3% annual mortality rate requires planting 10,000 new trees each year. Because the City has no native forest, there is little natural regeneration. Ensuring that San Francisco's urban forest is sustained into the future is dependent upon planting new trees each year.

The Forest along the Streets

Within the right-of-way along San Francisco's streets are approximately 98,000 trees, or 15% of the City's urban forest[3]. This group of trees, defined by location, illustrates the diversity of ownership and management of the urban forest. The Department of Public Works (DPW) maintains about 18,000 trees, primarily located along boulevards and arterials. Another 80,000 trees are maintained by the property owner, primarily in residential settings.

San Francisco's street trees are not evenly distributed across the city (Table 2). Street tree populations, both publicly and privately maintained, range from 3,623 trees in District 3 to 13,140 in District 8. Most of the street trees in District 4 are managed by the property owner. In contrast, street trees in Districts 1 and 2 are evenly divided between public and private management.

With 98,000 street trees and a population of 777,000, there is about one street tree for every eight San Franciscans (Table 3). Across districts, the number of residents per trees ranges from 5.3 in the District 8 to 19.4 in North Beach. There is also variation in the number of trees per mile of street with the range from 156 trees per mile in District 9 to 64 in North Beach. The city-wide average is 113 trees per mile of street.

[3] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp/

Table 2. San Francisco's Street Tree Population by Supervisory District.

District		Number of Trees			%
		Public	Private	Total	
1	Richmond	3,384	3,604	6,988	7.1
2	Marina	3,343	7,160	10,624	10.8
3	North Beach	899	2,724	3,623	3.7
4	Sunset	--	7,115	7,115	7.2
5	Western Addition	2,094	6,747	8,841	9.0
6	South of Market area	75	9,421	9,496	9.6
7	Merced	2,780	8,677	11,457	11.6
8	Castro/Noe	504	12,636	13,140	13.3
9	Mission/Bernal	1,482	9,063	10,546	10.7
10a	Potrero Hill	774	3,053	3,827	3.9
10b	Bay View/Hunters Point	279	5,385	5,664	5.7
11	Excelsior/Outer Mission	2,500	4,714	7,214	7.3
	Total	**18,234**	**80,301**	**98,534**	

Sources of information.
Street population. Maco et al. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA.
District map: http://www.sfgov.org/site/bdsupvrs_index.asp?id=4385. Accessed June 2005.

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Table 3. San Francisco's Street Tree Population: Distribution by Supervisory District.

	District	No. residents per tree	No. trees per street mile	Filled planting space (%)
1	Richmond	10.0	97.8	48
2	Marina	6.3	142.5	67
3	North Beach	19.4	64.4	39
4	Sunset	9.9	77.9	26
5	Western Addition	8.1	143.2	72
6	South of Market area	7.4	118.4	42
7	Merced	6.0	80.1	32
8	Castro/Noe	5.3	133.2	71
9	Mission/Bernal	6.7	156.4	62
10	Potrero Hill/Bay View/Hunters	7.7	74.7	--
10a	Potrero Hill	--	--	34
10b	Bay View/Hunters Point	--	--	34
11	Excelsior/Outer Mission	7.0	83.8	29
	Total	**7.0**	**112.8**	**44**

Sources of information. .
Street population. Maco et al. 2003. City of San Francisco. Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA.
District map: http://www.sfgov.org/site/bdsupvrs_index.asp?id=4385. Accessed June 2005.

By most measures, San Francisco's street tree population lags behind that of other cities. San Francisco's measure of one tree for every eight residents ranked it at the low end of 22 cities whose street tree populations were studied. Los Angeles, Eugene OR and Syracuse NY all have one street tree for every five residents.

One reason for a gap in the number of trees is the number of empty planting sites present along City streets, over 127,500. Most (98%) of these are void space, i.e., locations where no planting basin is currently present. Installing a tree in those spaces requires cutting the existing pavement and creating a new basin. About 5,000 spaces are existing planting basins that simply lack a tree.

As with the trees themselves, potential planting spaces are not evenly spread across the city. For example, less than 30% of the potential planting spaces in Districts 4 and 11 are planted with trees where over 70% in Districts 5 and 8 have trees (Table 3).

A great opportunity exists to enhance San Francisco's street tree population. There are more potential planting spaces in San Francisco (127,500) than are currently occupied by a street tree (98,000). In theory, the street tree population could be doubled by simply planting in the vacant spaces. The actual number of potential planting spaces is less than 127,500 due to the presence of underground utilities, view sheds and proximity to related infrastructure. Given that the distribution of trees across the city is uneven, new trees could be installed in neighborhoods with fewer street trees.

Among the 98,000 street trees in the city, the most common species are small- and medium-sized species: Victorian box, Indian laurel, New Zealand Christmas tree and plum. Large tree species such as blue gum, Monterey pine and Monterey cypress, while common in the openspace areas, are present only in small numbers. There is rarely enough space, either above- or below-ground, for large trees along city streets. The best conditions for such large species are boulevards with a central planting area and in city parks adjacent to streets. The exception to this general pattern is London plane, a large-size shade tree that is common along the streets.

City-wide, 60% of the street trees are in good condition, 30% in fair and 10% in poor condition or dead. This reflects not only San Francisco's benign growing conditions but good selection and care. Tree condition varies across the city. In District 6 for example, 85% of the private trees are in good condition while in Districts 3 and 11, only 27% and 25% are. Given the variation in economic development across the supervisorial districts, it is not surprising that trees managed by private property owners vary in condition. It is surprising that the same pattern occurs in publicly managed street trees. Few public trees in District 11 are in good condition; while 76% in District 12 are.

Since 1987, over 38,000 street trees have been planted by the Friends of the Urban Forest (FUF), the City's foremost non-profit, tree organization[4]. A survey of trees planted by FUF has shown that over two-thirds of the trees were alive after 10 years after planting. There were important species and location differences in tree survival and growth, information that helps FUF select the right tree for the right place, and enhance the growth and performance of new plantings. Residents of the Castro/Eureka Valley areas can take pride that over 90% of trees were alive after 10 years.

[4] Website: www.fuf.net

Because street trees are primarily located in the sidewalk cut-outs, the potential for conflict with pavement is very high. Yet only 15% of street trees have displaced pavement more than 0.5 inch. Although the vast majority of street trees are located beneath overhead utilities, only about 10% have been topped to provide clearance. In most cases, appropriate species selection has avoided conflicts with adjacent infrastructure.

In 2003, the Urban Forest Council asked a team of scientists from the USDA Forest Service's research unit in Davis CA to calculate the costs and benefits provided by the City's street trees[5]. The Forest Service team worked in cooperation with FUF and DPW. Together, they surveyed the street tree population, analyzed the cost of managing the 18,234 trees maintained by DPW, and evaluated the benefits provided by the trees to the city. Street trees managed by DPW:

- Have an annual maintenance cost of $4.77 million, based an operating budget of $3.43 million and $1.35 million spent by other departments on street trees. The largest expenditures involve tree pruning ($2.26 million) and litigation costs ($1.08 million).
- Provide the city with $7.5 million in annual benefits including property value increases which account for $6.9 million per year of this total.
- Provide $467,000 per year in controlling stormwater runoff.
- Provide just over savings in $85,000 in energy costs (heating & cooling) to adjacent properties.

On balance, the benefits provided by city-managed street trees equal the costs associated with their care.

San Francisco's Urban Forest as seen by the Community

In early 2005, the Urban Forest Council asked 100 residents in each of the 11 Supervisory Districts to comment on their feelings and attitudes about the City's urban forest[6]. Overall, residents were satisfied with the quantity and quality of trees in the city, and were somewhat more satisfied with parks than with the trees on the street where they live.

Across the City, the level of satisfaction with the quality and quantity of street trees varied. At one end of the scale, just over 70% of the people in District 7 were satisfied with the trees on the streets where they live. In contrast, only 44% and 45% in Districts 11 and 6 shared this view. Other Districts range within these extremes.

Most San Franciscans (62%) believed that city government and its agencies should be responsible for planting and caring for trees along city streets. A majority supported increasing the parcel tax in order that government might provide these services. Property owners, however, are opposed to such a tax. Twenty-five percent (25%) of San Franciscans have installed a tree outside their home or apartment, and another 25% have considered doing so.

[5] Maco, S., E. G. McPherson, J. Simpson, P. Peper and Q. Xiao. September 2003. City of San Francisco California – Street Tree Analysis. USDA Forest Service. Pacific Southwest Research Station. Davis CA. 117pp.

[6] Research was performed by David Binder Research and included 100 voters in each of the 11 Districts.

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San Franciscans recognize the unique character and qualities of large, old trees. About two-thirds supported legislation that would their prohibit removal, even on private property.

Summary: The Current State of San Francisco's Urban Forest
San Francisco's urban forest consists of 668,000 trees located in 1) a small number of large parcels, 2) along city streets, and 3) a large number of small parcels. Estimates are that over 200,000 trees are found in openspaces such as the Presidio and Golden Gate Park. Ownership of these parcels includes state, federal and municipal agencies as well as private landholders.

The majority of the 98,000 street trees are in good condition. Trees along city streets are generally smaller in size than those found in parks. The ratio of the City's population to street trees is about 8:1, which is below that of other cities. Street tree management is shared by the City and private property owners.

The remaining 368,000 trees that comprise the urban forest are found on residential properties, within commercial and industrial areas, and as part of the landscapes of institutions such as hospitals and universities.

Taken together, the canopy of the 668,000 trees covers 12% of San Francisco's land area. This forest removes contaminants from the atmosphere, reduces stormwater runoff, and enhances property values.

San Franciscans value the City's urban forest. Most residents are satisfied with the park system and value its presence. A majority are satisfied with the trees on the street where they live. One in four has planted a tree! A majority of San Franciscans want City government to take a leadership role in managing the urban forest.

IV. A Plan for the Future of San Francisco's Urban Forest

San Francisco has no natural forest resource. The existing forest is the result of determined efforts at planting and maintenance. If the forest is going to be sustained into the future, the same sense of commitment is needed. Put another way, San Francisco's urban forest is not going to take care of itself. Citizens, government, corporations and organizations need to establish, care and maintain it.

Several years ago, Friends of the Urban Forest produced the *State of the Urban Forest 2001*. Developed as a result of two meetings of urban foresters, one of the principal outcomes of the discussion was a series of guiding principles. These principles recognize that the City's urban forest is not just on public land but is found on private land as well. As such, management and care of the forest is the responsibility of public agencies, individual citizens, and private landowners.

In addition, the general principles emphasize the functional role of the urban forest. Not only is it aesthetically pleasing, San Francisco's urban forest provides significant environmental, ecological, economic and social benefits to the community. Management should aim to maximize these benefits now and into the future, recognizing that large, healthy trees provide more benefits than small, unhealthy ones.

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With these principles in mind, the Urban Forest Council proposes following five goals as central to the sustainability of the urban forest.

1. Nurture and conserve the existing urban forest.
2. Expand the urban forest through new planting.
3. Foster a shared set of values about the urban forest through education and action.
4. Manage the urban forest in a coordinated, responsible and effective manner.
5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

Goal 1. Nurture and conserve the existing urban forest.

San Francisco's urban forest is a unique assemblage of diverse species, bringing together trees from all over the world. Many of the large groups of trees, most notably in the Presidio, Golden Gate Park, and Mount Sutro, are mature and overmature. The number of trees in these areas is declining. For example, the 1998 Golden Gate Park Master Plan estimated that 30 to 40% of the trees in the park would be lost in the next 20 years. Over the period 1980 to 1993, the tree population in the park declined by over 6,000 trees. The Plan noted, "Park forest continue to decline through natural aging process."

The parks and street plantings are significant contributors to the city's livability and a much more concerted effort must be made to nurture and conserve them. Otherwise, trees will decline and die sooner rather than later. Establish a state of the art stewardship program that addresses the full lifecycle of trees within the urban forest and the appropriate strategies and approaches required for best management of the resource. A stewardship program must also consider the unique values of urban forest to wildlife.

Several specific actions are needed to nurture and sustain this valuable resource:

- Incorporate an urban forest component into the city's general plan.
- Develop legislative tools and public policies that protect existing trees, on public and private property. Provide for effective and consistent enforcement.
- City departments should prepare management plans for the trees and parks they manage. Agencies outside city government should be encouraged to so the same.
- Establish a goal of no net loss of trees. Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or fees.
- Institute a more aggressive reforestation program in City parks.
- Expand programs of habitat restoration, particularly in remnant patches of pre-settlement vegetation.
- Engage non-City owners of large parcels of urban forest to develop a city-wide and/or region-wide understanding of wildlife.

Goal 2. Expand the urban forest through new planting.

San Francisco's urban forest is not evenly distributed across the city. Some neighborhoods and communities have fewer, smaller and less healthy trees than others. They receive fewer benefits that trees provide. To provide the benefits of trees to all residents, street and park tree management programs must be expanded into underserved areas. Given the economically disadvantaged condition of some districts, the City and its partners must take leadership in urban forest management. The City's Department of Public Works would expand the number of streets along which it maintains trees.

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Before the Department of Public Works can plant new streets, the existing street tree program must be strengthened. New trees must be planted to replace trees removed from existing plantings. The Department acknowledges that new trees have not been planted at a rate equal to their removal. In addition, capital improvement projects remove trees without associated replacement. A similar situation exists in other City departments.

- Establish a city-wide goal to raise canopy cover from 12% to 15% in the next 10 years.
- Establish a city-wide goal of one street tree for every 5 residents. Current levels are one tree for every 8 residents. A street tree for every 5 residents would place San Francisco at the average for cities of comparable size.
- City-wide less than half of the available planting spaces have trees. A reasonable goal for stocking level would be 85%, in all districts, as recommended in the Urban Forest Council's Street Tree Action Plan.
- Use the results of FUF's study of tree planting to update recommended species selection lists. Create a city-wide approved list for use by all City departments.
- Engage community groups in areas with smaller tree populations to initiate street and park tree plantings. Focus on the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- Engage the SF Unified School District and associated PFA groups at local schools to develop a tree planting programs.
- Engage City departments to initiate tree planting programs at municipal facilities in the North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts.
- Identify key streets linking the city that can become corridors for planting.
- Engage Planning Department and Redevelopment Agency to upgrade and expand tree planting and landscape requirements in new projects.

Goal 3. Foster a shared set of values about the urban forest through education and action.

Few residents and fewer visitors would argue that San Francisco would be a better place without its urban forest. The trees that comprise the urban forest make the City a more livable, enjoyable, desirable place. The fact that 75% of San Franciscans are satisfied with the City's urban forest reflects this feeling. The challenge lies in translating that sense of satisfaction into a plan of action, one with some urgency associated with it.

- Continue the public outreach program regarding the value of parks, open space and individual trees. Disseminate information through outlets such as utility bills, new homeowner packets and other mass outlets.
- Engage citizens and community groups in those areas where residents are not completely satisfied, most notably North Beach, South of Market, Mission/Bernal and Excelsior/Outer mission.
- Foster community participation and special celebrations associated with major planting events.
- Work with the School District to incorporate Arbor Day celebrations into the elementary school curriculum.
- Engage the religious/spiritual community to incorporate tree planting and care into its programs.
- Specify that new developments and streetscapes must provide adequate space for trees and growing conditions that ensure their survival and development.

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- Ensure that street design & redesign projects include trees as one of the project goals, protecting existing trees where appropriate and providing adequate growing conditions for new trees.

Goal 4. Manage the urban forest in a coordinated, responsible and effective manner.

San Franciscans want city government to take the lead role in managing the urban forest. They expect public agencies to be role models for its stewardship. Since the City does not have a centralized urban forestry department, there is a need for interagency coordination, communication, and consistency of action. The Department of the Environment currently meets the role of coordinator. Additional steps are need to:

- Establish an interdepartmental working group, under the direction of the Department of the Environment, composed of all departments and agencies that have urban forest management responsibility.
- Establish clear lines of responsibility within City government for planting, maintenance and management of the urban forest.
- Develop standards and best management practices for tree selection and care. Ensure that all City departments and projects employ the standards.
- Establish a sub-committee of the Urban Forest Council to work with owners of open space parcels on issues of common interest.
- Develop standards for the planting and maintenance of all new plantings by all agencies and contractors in the City.
- Include urban forestry professionals in the City departments such as Planning to provide expertise, review plans, troubleshoot potential problems, and follow through on maintenance and management of the urban forest.

Goal 5. Identify sustainable approaches for the funding and implementation of urban forest initiatives.

A mature, aging forest resource requires more care than one composed primarily of young trees. Funding has not kept pace with need. In fact, funding levels for tree care within City agencies has declined. The impact on care of the urban forest is clear and direct. In the Golden Gate Park Forest Management Plan, the management cycle for reforestation was set at 25 to 30 years. In 1998, it was operating on a 50-year cycle. Creating and caring for the existing urban forest and extending into underserved areas will require additional, stable financial resources.

In 2000, the Bureau of Street Management within the Department of Public Works lost approximately 25% of its available funding for new planting when Proposition B expired. The Department suffered additional cutbacks due to the loss of sales tax revenue. In short, there is a crisis in funding the street tree program.

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V. Working the Plan: Action Items

Implementation of the goals and action items will require a coordinated effort by all who hold San Francisco's urban forest important. The City of San Francisco must take the leadership role. The City owns some of the most significant parts of the urban forest, sets the policies and funding for their management, and is the role model for other owners and managers. While a number of City departments will be involved, the burden of leadership will rest with the Department of the Environment's Urban Forest Council, the Bureau of Street Tree Management in the Department of Public Works, and the Recreation and Park Department.

Although all of the action items are important, several stand-out as requiring immediate attention:

1. **Develop a city-wide set of standards and best management practices for tree selection, purchase, installation and care.** How the City of San Francisco manages its trees is the model for how private property owners will manage theirs. For this reason, the City must have quality tree care and uniform standards of performance. To that end:
   a. All City departments and projects should adhere to the standards.
   b. All City employees who have responsibility for tree management should be qualified and participate in industry continuing education programs. The basic qualification is the Certified Arborist program of the International Society of Arboriculture.
   c. All City departments should adhere to the most recent editions of the American National Standard for Tree Care Operations (ANSI Z133 and A300) as well as the Best Management Practices prepared by the International Society of Arboriculture.
   d. Develop a public education program in conjunction with Pacific Gas & Electric or the SF Water Department on "how to select a tree care contractor" using information from the International Society of Arboriculture. Program to emphasize the need for license, insurance, and adherence to industry standards

2. **Protect existing trees from/during development.**
   a. Develop legislative tools and public policies that protect existing trees, on public and private property. Provide for effective and consistent enforcement.
   b. Require that a tree preservation plan be prepared as part of project review and approval. The Dept. of Planning should establish guidelines for preparation of such plans, and define goals for tree preservation.
   c. Develop an outreach program to the development and builder communities, recognizing projects that preserve trees.
   d. Require that City agencies and their projects adhere to the same requirements that private developments do.
   e. Encourage agencies exempt from City policies to adhere to the requirements.

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3. **Establish a goal of no net loss of trees, public or private property.** Where a tree is removed due to development whether public or private, the responsible party should be required to replace its value, either through new planting or in-lieu fees.
   a. Goal of no net loss should be required for all City agencies and incorporated into policies and ordinances used by private property owners.
   b. Value of trees shall be established using the Council of Tree and Landscape Appraisers methodology.
   c. Trees that are diseased, dying, dangerous and otherwise in poor condition may be exempted from any requirements.

4. **Institute a more aggressive reforestation program in City parks as well as Laguna Honda Hospital, Port of San Francisco properties and public schools.** How the trees are managed and cared for in public parks and facilities is a physical representation of the City's concern and commitment. An aggressive reforestation program in these locations will demonstrate the City's support for tree planting and maintenance.
   a. Direct the Department of Public Health to incorporate tree planting in the landscape master plan for the project.
   b. Engage the SF Public School District and private schools in the City to develop a tree planting program at every facility.
   c. Direct the Recreation & Park Department to re-instate the 30-year rotation for reforestation at Golden Gate Park.
   d. Direct the Recreation & Park Department to develop and implement forest management plans for its facilities.

5. **Pursue and secure funding from public and semi-public sources for planting and maintenance.** San Francisco's Urban Forest Council has the responsibility to identify and secure stable funding to support the planting efforts we propose. In its Street Tree Action Plan, the Council identified funding needs over the next 20 years. A research project supported by the Council indicated voter approval of a dedicated sales tax increase, a general parcel tax, or neighborhood assessment district would be problematic. As a result, the Council is currently exploring creative options that do not involve taxes or general funds allocations. Following are a few examples (generally fee-based) that deserve further consideration.

   By themselves, none of these would yield $20 million annually, but taken together, we get quite close.

   A. Amend Section 1431 of the Planning Code:
   For renovation projects involving more than $25,000, the property owner could be required to plant street trees. If there is an existing street tree or no room to plant one, or DPW waives the requirement, the property owner could pay the "in lieu fee" (currently $560) 1 to the Adopt-a-Tree Fund. The application of Section 143 could be broadened to other districts, such as Neighborhood Commercial Districts.

   The number of subject renovations can be estimated based on the number of projects that are permitted through the Department of Building Inspection each year, which historically figures between 2,500 and 3,500 renovations. This proposal could generate upwards of $1,400,000 to $2,000,000 per year.

B. Increase parking meter revenue, dedicating a portion to tree planting & maintenance.
There are three potential ways of doing this: 1) activating select meters on Sundays, 2) increasing the overall number of meters in the City, and 3) charging more per metered stay. There is a very clear nexus between private automobiles and the air-cleaning capabilities of our City's trees ($1.3 million per year). A public education campaign could be launched called "Sunday for Trees."

C. Establish a Capital Campaign to build an Urban Forest Endowment.
Much like the successful capital campaigns behind the Conservatory of Flowers or the Crissy Fields projects, we could consider launching a similarly ambitious capital campaign to create an endowment, the interest on which would provide a portion of our annual need.

D. Establish environmental Impact fees for large-scale developers
A progressive fee: the nexus exists between the ability of trees to mitigate the impact of increased automobile traffic on air quality, air pollution, impervious surface, and visual blight. The fee would not require a campaign or election cycle. This fee would mitigate traffic and air quality impacts by requiring the planting of trees, or alternatively to contribute to a fund for the planting of street trees. Again, the recent Urban Forest Council data demonstrates the quantitative link between air quality and trees.

E. Establishing a set-aside for Proposition K sales tax revenue for urban forestry.

Additional funding could be secured by the following:

- Develop a consistent message about the urban forest and communicate it among city, state and federal leaders and agencies.
- Identify planting of urban trees as an important mitigation for the environmental impact of a wide range of projects.
- Develop programs for gifting by charitable foundations, groups and individuals.
- Aggressively pursue and secure funding from public and semi-public sources for planting and maintenance.
- Develop funding for a stewardship program.

6. **Establish one or more city-wide goals for the urban forest.** Because the benefits of the urban forest are directly related to extent of tree canopy, an increased canopy would provide additional benefits to the City's residents and visitors. Goals could include:
   a. One street tree for every 5 residents, raising the number of street trees from 98,000 to 155,000.
   b. 15% canopy coverage, increasing the number of trees in the City from 668,000 to 835,000.

7. **Update the list of recommended trees.** *Trees for San Francisco -- A guide to street-tree planting and care* was last updated in 1995. A further update is needed. In addition, the list of planting situations needs to be expanded beyond street trees.

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8. **Engage underserved areas and initiate tree planting.** The North Beach, Sunset, Merced, Potrero Hill, Bay View-Hunters Point, and Excelsior-Outer Mission districts have a lower number of street trees than other areas of the City. To rectify this situation:
   a. Direct the Department of Public Works should provide additional funding to the Friends of the Urban Forest to initiate planting projects in these neighborhoods.
   b. Engage the local community groups to support tree planting and aftercare.
   c. Direct City facilities to initiate tree planting efforts on City property.

9. **Engage the SF Unified School District, private schools and associated PFA groups to develop a tree planting programs.** Tree planting programs at schools not only provide shade and protection from UV radiation but also engage students in the need to care for the urban forest.
   a. Request that Friends of the Urban Forest develop an outreach program to schools and school groups. Provide information and guidelines for planting.
   b. Department of the Environment to provide information on how to incorporate arboriculture and urban forestry into curriculum activities.
   c. The City to match contributions for tree planting and aftercare.
   d. City to develop a recognition program to acknowledge tree planting.
   e. City to seek private contractors to donate tree care services to schools.

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SF *Environment*
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL PLANNING COMMITTEE

[and Policy]

REGULAR MEETING

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DRAFT MINUTES

Thursday, November 17, 2005, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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1. **CALL TO ORDER AND ROLL CALL**: Chair Sacamano called the meeting to order at 4:20 p.m. Present: Planning Committee Members: Costello, Habert (arrived at 5:00 p.m.), Rodgers, and Sacamano. Excused: Council Member Fisher.

2. **ACTION**: Adoption of minutes of the July 11, 2005 Urban Forest Council Special Meeting. Upon motion by Council Member Rodgers and second by Council Member Costello, the Minutes of the July 11, 2005 Special Meeting were unanimously adopted with no objection. (Absent: Council Members Fisher and Habert). There was no public comment at this time. (Explanatory Document: July 11, 2005 Approved Minutes http://sfgov.org/site/sfenvironment_meeting.asp?id=33288.)

3. **DISCUSSION**: City Pruning Standards: Committee members reviewed pruning standards for City and County of San Francisco workers and managers and may recommend guidelines to the full Urban Forest Council (Explanatory document: City Pruning Standards Version 3: http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2005/CityPruningStandards3.doc).
Explanatory Documents Handed Out in Committee Meeting: City Pruning Standards Version 4: http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2005/CityPruningStandards4(1).doc and Member Fisher's comments to the City Pruning Standards:

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Coordinator Harte advised the Committee that (1) the full Council at the October 25, 2005 meeting recommended that the City Pruning Standards be referred back to the Planning Committee for review and include member comments; and (2) the Urban Forest Council at their December 9 meeting would vote on a Resolution recommending that the Board of Supervisors make compliance with the City Pruning Standards mandatory by adopting them as part of the San Francisco Administrative Code. The code change would state that pruning of City trees would be accomplished according to the standards set forth by the Urban Forest Council based on ISA standards, but tailored to San Francisco. In addition to the City Pruning Standards, the legislation would include sections that address mandatory training and auditing of work.

Recommended amendments to the City Pruning Standards included:

Page 1, "Foundation for standards" change "The City of San Francisco **recognizes** to the word **requires**."

Page 1, Title to be revised to read "Pruning Standards for Trees in the City and County of San Francisco."

Page 1, Subtitle or Introduction to read, "This document provides standards for city agencies, contractors, and private industry."

Identify the meaning of City agencies.

Page 2, "Prohibited practices, A" to add a Note after "A" that states that exceptions are required for public safety.

Pages 3-4, "Best Pruning times" reorder species of trees, add more specifics, and confirm recommendations are appropriate for trees.

Page 5, Delete the paragraph on "Grid pruning."

Page 6, "Contact Information" correct the telephone number for the Department of Public Works, Bureau of Urban Forestry—Chair Sacamano would forward the correct telephone number.

Coordinator Harte stated that the Pruning Standards would be e-mailed to the General Manager of the Recreation and Park Department and Council Member Herman, San Francisco Public Utilities Commission, for comment.

Members Costello and Habert were asked to e-mail their recommended revisions to Coordinator Harte (copy to Urban Forest Associate Ma) by Monday, November 28.

Public Comment: Council Member Milne recommended that on Page 2, "Prohibited practices, Note" to add a separate note after "A" providing more clarification.

Public Comment: Council Member Blair requested that pruning standards reflect the best pruning techniques in order to prolong a tree's life.

4. **DISCUSSION**: Comprehensive Urban Forest Plan. Committee members discussed Dr. Jim Clark's latest draft of the Comprehensive Plan (Explanatory document: Urban Forest Plan-draft-Nov05.doc: http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2005/UrbanForestPlan-draft-Nov05.doc)

   Coordinator Harte advised the Committee that Dr. Jim Clark would be presenting the Comprehensive Urban Forest Plan Draft at the December 9 Council meeting. Member Rodgers reported that (1) a meeting with the Planning Department Director Dean Macris, Planning Department Manager Amit Ghosh, Member Rodgers, and Coordinator Harte had taken place on the issues surrounding the Comprehensive Urban Forest Plan, and (2) that the Planning Department on the request of the Urban Forest Council would request funds in the next fiscal year's budget for incorporating an Urban Forest Plan into the General Plan.

   Committee Members addressed deficiencies with the current draft plan and stated that their comments had not been incorporated. It was recommended that Coordinator Harte and Associate Ma incorporate Committee Members' comments, edit, and proof the Plan. Member Sacamano would contact Mr. Clark to discuss his thoughts on the document. The goal would be to make the current Plan a starting point for the Planning Department's General Plan, Urban Forest Plan.

   Public Comment: Council Member Blair stated that she would be sending her comments on the Plan to Coordinator Harte.

5. **DISCUSSION**: New Business

   Member Rodgers recommended that the Urban Forest Council work on a Resolution that there be no net loss of street trees for public projects.

   Public Comment: Member Blair stated that when there is a loss of trees, there should be equal value replacement trees.

   Coordinator Harte recommended no net loss of diameter.

   Chair Sacamano announced that eighty-seven trees would be planted in the Tenderloin District on Jones, Ellis, and Leavenworth Streets on Saturday, November 19th. The kick-off would be held at Boedeker Park.

6. **FUTURE AGENDA ITEMS**

   Planning Committee future meeting agenda: Discussion on the Resolution for no net loss of street trees for public projects. Member Costello suggested that other city policies be researched.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT:** The meeting adjourned at 6:00 p.m.

   The next Regular Meeting of the Urban Forest Council Planning Committee is scheduled for Thursday, December 21, 2005 at 4:00 p.m.

Copies of explanatory documents are available to the public at the Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; by following the links by each agenda item, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org**.

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted:

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT

URBAN FOREST COUNCIL
PLANNING COMMITTEE

REGULAR MEETING

APPROVED MINUTES

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Approved

Thursday, November 17, 2005, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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4. **DISCUSSION**: Comprehensive Urban Forest Plan. Committee members discussed Dr. Jim Clark's latest draft of the Comprehensive Plan (Explanatory document: Urban Forest Plan-draft-Nov05.doc: http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_planning/supporting/2005/UrbanForestPlan-draft-Nov05.doc)

   Coordinator Harte advised the Committee that Dr. Jim Clark would be presenting the Comprehensive Urban Forest Plan Draft at the December 9 Council meeting. Member Rodgers reported that (1) a meeting with the Planning Department Director Dean Macris, Planning Department Manager Amit Ghosh, Member Rodgers, and Coordinator Harte had taken place on the issues surrounding the Comprehensive Urban Forest Plan, and (2) that the Planning Department on the request of the Urban Forest Council would request funds in the next fiscal year's budget for incorporating an Urban Forest Plan into the General Plan.

   Committee Members addressed deficiencies with the current draft plan and stated that their comments had not been incorporated. It was recommended that Coordinator Harte and Associate Ma incorporate Committee Members' comments, edit, and proof the Plan. Member Sacamano would contact Mr. Clark to discuss his thoughts on the document. The goal would be to make the current Plan a starting point for the Planning Department's General Plan, Urban Forest Plan.

   Public Comment: Council Member Blair stated that she would be sending her comments on the Plan to Coordinator Harte.

5. **DISCUSSION**: New Business

   Member Rodgers recommended that the Urban Forest Council work on a Resolution that there be no net loss of street trees for public projects.

   Public Comment: Member Blair stated that when there is a loss of trees, there should be equal value replacement trees.

   Coordinator Harte recommended no net loss of diameter.

   Chair Sacamano announced that eighty-seven trees would be planted in the Tenderloin District on Jones, Ellis, and Leavenworth Streets on Saturday, November 19th. The kick-off would be held at Boedeker Park.

6. **FUTURE AGENDA ITEMS**

   Planning Committee future meeting agenda: Discussion on the Resolution for no net loss of street trees for public projects. Member Costello suggested that other city policies be researched.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

8. **ADJOURNMENT:** The meeting adjourned at 6:00 p.m.

   The next Regular Meeting of the Urban Forest Council Planning Committee is scheduled for Thursday, December 15, 2005 at 4:00 p.m.

Copies of explanatory documents are available to the public at the Department of the Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: **www.sfenvironment.com/**; by following the links by each agenda item, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at **Monica.Fish@Sfgov.org.**

Respectfully submitted by:

Monica Fish, Council Secretary

Adopted: December 15, 2005

SF Environment

December 15, 2005 Regular

City and County of San Francisco

Urban Forest Council

Planning and Policy Committee

Meeting Notice and Agenda

December 15, 2005, 4:00 PM
Department of the Environment, 11 Grove Street
Ground Floor Conference Room

COMMITTEE MEMBERS: Paul Sacamano, Chair, Larry Costello, Bonnie Fisher, David Habert, and AnMarie Rodgers

Council Coordinator: Alexis Harte **Council Secretary:** Monica Fish

Urban Forest Council Associate: Grace Ma

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Order of Business

1. **CALL TO ORDER AND ROLL CALL**

2. **ACTION**: Adoption of minutes of the November 17, 2005 Regular Urban Forest Council Planning Committee Meeting. (Explanatory document: Draft Minutes of the November 17, 2005 Regular Meeting (Word))
3. **DISCUSSION AND POSSIBLE ACTION**: Landmark Tree Ordinance. Committee members will discuss the latest version of the proposed Landmark Tree Ordinance. Members may recommend the proposed ordinance to the Urban Forest Council (Explanatory document: Landmark Tree Ordinance 12.05.doc, and File R-2005-07 Urban Forestry Ordinance Revisions.doc).

4. **DISCUSSION AND POSSIBLE ACTION**: Tree Protection During Publicly Funded Projects. Committee members will discuss how to ensure preservation of existing trees during publicly funded projects or how to ensure adequate tree replacement if removal is necessary for the greater public good. Members may draft a

resolution and recommend it to the Urban Forest Council.

5. **DISCUSSION**: New Business

6. **FUTURE AGENDA ITEMS**

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

8. **ADJOURNMENT**

Public Comment

At this time, members of the public may address the Council on items of interest that are within the subject matter jurisdiction of the Council but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Council for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Council from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Council is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forest Council Planning and Policy Committee meetings will be held at the Department of the Environment, 11 Grove Street, Ground Floor Conference Room, San Francisco, CA. The meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make

arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability accessibility hotline at (415) 554-6060.

Know your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (41 581-2300, fax (415) 581-2317; web site at www.sfgov.org/ethics.

Other Important Information

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: www.sfenvironment.com/; or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting.

When bringing handouts to meetings, please photocopy on both sides of the paper ar try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Alexis Harte, Urban Forest Coordinator
TEL: (415) 355-3764

Grace Ma, Urban Forest Council Associate
TEL: (415) 355-3731

Monica Fish, Council Secretary
TEL: (415) 355-3709

Posted: December 12, 2005

SF Environment
Our home. Our city. Our planet.

GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

DRAFT MINUTES

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Thursday, December 15, 2005, 4:00 P.M.

11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

1. **CALL TO ORDER AND ROLL CALL**: Chair Sacamano called the meeting to order at 4:05 p.m. Present: Planning Committee Members: Costello, Habert, Rodgers (arrived at 4:15 p.m.), and Sacamano. Excused: Council Member Fisher.

2. **ACTION**: Adoption of minutes of the November 17, 2005 Urban Forest Council Regular Meeting. Upon Motion by Council Member Costello and second by Council Member Habert, the Minutes of the November 17, 2005 Regular Meeting were adopted with no objection (AYES: Council Members Costello, Habert, and Sacamano; Absent: Council Members Fisher and Rodgers). There was no public comment at this time. (Explanatory Document: November 17, 2005 Approved Minutes (Word) http://sfgov.org/site/sfenvironment_page.asp?id=36040)).

   Council Member Rodgers joined the meeting at this time.

3. **DISCUSSION AND POSSIBLE ACTION**: Landmark Tree Ordinance. Committee members discussed the latest version of the proposed Landmark Tree Ordinance and recommended the proposed ordinance with revisions to the Urban Forest Council (Explanatory documents: Landmark Tree Ordinance 12.05.doc http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2005/landmark_tree_ordinance_12_05_05.doc and File R-2005-07 Urban Forestry Ordinance Revisions.doc http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2005/FileR-2005-7UFCLandmarktreeordinance.doc.

Explanatory document received in Committee Meeting: Amendments to the Landmark Tree Ordinance Proposed by Supervisor Peskin (December 2005)
http://web.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc/supporting/2005/peskinamendsummary.doc.

The Planning Committee recommended asking for clarifications from the Deputy City Attorney on designated sections and unanimously approved forwarding recommended revisions to the full Council that included: (AYES: Council Members Sacamano, Costello, Habert, and Rodgers; ABSENT: Council Member Fisher)

- Page 8, SEC. 803. URBAN FORESTRY COUNCIL ADDITIONAL POWERS AND DUTIES, requesting clarification/City Attorney's opinion of how Item (7) "Making recommendations to the Director on appeals of applications for tree removal" would impact the Urban Forestry Council, and how it would conflict with legislation creating the Council as an advisory body to the Mayor and the Board of Supervisors;

- Page 11, line 3, add ", if requested," after "the Department shall";

- Page 14, line 11, change "Zoning Administrator" to the "Planning Department";

- Page 15, line 1, change "Zoning Administrator" to the "Planning Department";

- Page 19, (3) "Urban Forestry Council Hearing and Determination"—consult with the Deputy City Attorney whether it would be appropriate to insert language that Landmark tree designation would require a majority vote of the 15 members of the Urban Forest Council;

- Page 20, (c) "Landmark Tree Designation Recorded Notice and Official Book" to add that the Assessor/Recorder's Office shall record Landmark trees on property titles and create a database so pertinent agencies can access the information;

- Pages 20-21 (d), add a clause that all nominated trees should receive temporary landmark designation regardless of nominating body;

- Page 21, line 16 to request clarification from the Deputy City Attorney whether to change "Zoning Administrator" to "Planning Department" and line 19, whether "Zoning Administrator" should be changed to "Building Department";

- Significant tree section be separated from the landmark tree legislation and made into separate legislation, and references to significant trees should be pulled out throughout the text.

4. **DISCUSSION AND POSSIBLE ACTION**: Tree Protection During Publicly Funded Projects. Committee members discussed how to ensure preservation of existing trees during publicly funded projects or how to ensure adequate tree replacement if removal is necessary for the greater public good.

   Chair Sacamano recommended that a public notification process be implemented that requires City Departments to notify the public when tree removals are proposed. Coordinator Harte would request that the Department's Public Outreach Program Manager approach a Supervisor on behalf of the Council requesting the Office of the Legislative Analyst research how other cities have approached protection of trees on public property.

5. **DISCUSSION**: New Business: Urban Forest Council received a letter from the Canadian Council stating that they want to contribute 200 trees to San Francisco.

6. **FUTURE AGENDA ITEMS**

   - City Pruning Standards.
   - "Tree Pruning Standards" brochure – Chair Sacamano requested that at the next printing of the brochure, that a section be added about obtaining permission when pruning a Department of Public Works tree.
   - Member Habert would present a process update on the Landmark Tree Ordinance to the Redevelopment Commission.

7. **PUBLIC COMMENT**: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was not public comment at this time.

8. **ADJOURNMENT:** The meeting adjourned at 6:00 p.m.

The next Regular Meeting of the Planning and Policy Committee is scheduled for Thursday, January 19, 2006 at 4:00 p.m. at 11 Grove Street, Ground Floor Conference Room, San Francisco, CA.

Adopted:

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF THE ENVIRONMENT
URBAN FOREST COUNCIL
PLANNING & POLICY COMMITTEE

REGULAR MEETING

APPROVED MINUTES

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11 Grove Street, Ground Floor Conference Room
San Francisco, CA 94102

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Adopted: January 19, 2006

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